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**STUDENT HANDBOOK
1967-1968**

ST. ANDREWS PRESBYTERIAN COLLEGE

CALENDAR FOR 1967-68

Fall Semester

August	26	Staurday	Dorms open at 1:00 p. m. Faculty Conference
	27-29	Sunday-Tuesday	Freshman Orientation
	29	Tuesday	Registration Convocation — 7:00 p. m. Classes begin — 8:00 a. m.
	30	Wednesday	
September	30	Staurday	Parents Day
October	16-21	Monday-Saturday	Mid-semester testing
	25	Wednesday	Mid-semester grades due
November	10-11	Friday-Saturday	*Graduate Record Examination (Friday 2:00-6:00; Saturday 9:00-12:30 and 1:30-5:00)
	13-18	Monday-Saturday	Registration Conferences
	21	Tuesday	Fall Holiday begins (5:00 p. m.)
	27	Monday	Fall Holiday ends — classes resume (8:00 a. m.)
December	9-10	Saturday-Sunday	Campus Christmas Activities
	13	Wednesday	Reading Day
	14	Thursday	Exams begin
	20	Wednesday	Exams end (5:00 p. m.) Christmas Vacation
	21	Thursday	Dormitories close (Noon)
January	3	Wednesday	Fall semester grades due
	10-13	Wednesday-Saturday	Faculty Conference

Spring Semester

January	15	Monday	Dorms open at 1:00 p. m. New students arrive for second semester Christmas vacation ends
	16	Tuesday	Registration for second semester
	17	Wednesday	Classes begin (8:00 a. m.)
March	6-12	Wednesday-Tuesday	Mid-semester testing
	15	Friday	Mid-semester grades due
April	1-6	Monday-Saturday	Registration Conferences
	9	Tuesday	Spring Holiday begins (5:00 p. m.)
	17	Wednesday	Spring Holiday ends — classes resume 8:00 a. m.
	19-20	Friday-Saturday	*Graduate Record Examination (Friday 2:00-6:00; Saturday 9:00-12:30 and 1:30-5:00)
	26-27	Friday-Saturday	**Sophomore Testing Program
May	8	Wednesday	Reading Day
	9	Thursday	Exams begin
	15	Wednesday	Exams end
	16	Thursday	Senior grades due (Noon)
	19	Sunday	Baccalaureate Sermon and Gradua- tion Exercises
	21	Tuesday	Spring semester grades due (Noon)

*Required of all seniors. Either of the two-day series may be selected.

**Required of sophomores and all students enrolled in Christianity and Culture.

W. Harvin

THE SALTIRE



STUDENT HANDBOOK

Published by
The Student Association of
St. Andrews Presbyterian College
Laurinburg, North Carolina

The saltire is the cross in the form of the one on which St. Andrews suffered. It is borne on the banner of Scotland and is part of our school seal.

As the medieval knight carried the saltire on his shield to aid him in battle, this Saltire is for you to take with you into action at St. Andrews. It contains the essential information and guidelines you will need to follow as a part of the St. Andrews community.

Please read the handbook thoroughly, for you will be held responsible for the contents.

THE HANDBOOK COMMITTEE

Peggy Gamble, Chairman

Bob Merritt

Roger Pike

Tom Bower

Ellen Moss

Jeannie McKee



DR. ANSLEY C. MOORE
President of the College

To All Members of the St. Andrews Student Body:
Welcome to the campus!

You are entering a new world in a new day. This is a dynamic world of change. You will have a personal confrontation here with the great ideas of the ages. You will have choices to make and often without the necessary data or experience to make them, but you must make decisions. This will increase tensions within you and often will frustrate you.

In the strange new world of college, you will hear strange new names such as Bonhoeffer, Buber, Camus, Tillich, Heisenberg, Planck, Snow, Marcel. You will have new ideas hurled at you every day. Conversation pieces will include "involvement theatre," LSD, multiversities, black power, student riots, "student clusters," beatniks, hippies, "God is dead," long hair, rebellion, protest songs, miniskirts, situation ethics, "circumstance alter cases," "situation variables," and "general constants."

These things reflect the culture of our day. You will have to make choices. Your decisions will determine whether you stay with us four years or not. I hope you will begin with this: My standards are not like the fashions of my clothes. My ethical standards do not come from the codes, the customs, the requirements of society. They come from what Christ was, and said, and did. This will go a long way toward giving you guidelines in a sea of permissiveness as you try to "act responsibly in love."

Bless you knights of St. Andrews!

Cordially,

Ansley C. Moore

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← DEAN DAVIDSON

The Dean of the College is the official representative of the academic program of the college. He serves as the official in charge when the President is absent from the campus. As chairman of the Faculty Executive Committee, he has the final authority in academic matters.

DEAN DECKER →

The Associate Dean of the College for Student Affairs is the final authority for all non-academic matters relating to student affairs. He is head of the Student Life Committee which serves to advise him in student matters. The Dean of Students works closely with the Orientation Committee and serves as advisor to the Attorney General and the judicial system.



← DEAN WELLS

As Assistant Dean of Student Affairs, Dean Wells' office is open to all, but particularly to male students. He is in charge of student housing and serves as advisor to the Inter-Dormitory Council and campus judicial bodies.

DEAN OVERHOLSER →

Dean Overholser, as Assistant Dean of Students, is particularly interested in the women students at St. Andrews. She is in charge of calendaring events and serves as secretary to the Student Life Committee and as advisor to the Student Center Board and the judicial system.



THE ADMINISTRATION

Ansley Cunningham Moore, B.Ph., B.D., D.D., LL.D.	President
Robert F. Davidson, M.A., Ph.D.	Dean of the College
Rodger W. Decker, M.A.	Associate Dean of the College for Student Affairs
Silas M. Vaughn, M.S.	Business Manager
Robert F. Davenport, B.D., M.A.	College Pastor
Allen Artwell, B.A.	Director of Admissions
Edward B. Gross, B.A., B.D.	Registrar
J. Franklin West, M.M.	Director of the School of Music
John P. Daughtrey, M.S., D.Ed.	Coordinator of Summer Programs
G. Tyler Miller, Jr., M.S., Ph.D.	Assistant Dean of the College
George R. Wells, B.A., M.A.T.	Assistant Dean of Students
Grace M. Overholser, B.A.	Assistant Dean of Students
Mary Wells McNeill, B.A.	Associate Director of Admissions
Jacqueline H. Singleton, B.A.	Administrative Assistant to the President
Harold C. Babcock, M.A.	Director of Physical Plant
Benjamin B. Brockwell, B.A.	Director of Financial Aid
M. Lindsey Thomas, B.S.	Assistant Treasurer
F. Badger Johnson, B.A.	Acting Development Officer and Director of Alumni Affairs
C. Fred Carlson, B.A.	Associate Development Officer
Richard J. Lietz, M.S. in L.S.	Librarian
Margaret W. Bennett, B.A. in L.S.	Associate Librarian and Cataloger
Selah Stephens, R.N.	College Nurse
Alice McKenzie, R.N.	College Nurse
Hugh M. McArn, Jr., M.D.	College Physician
David A. Williams, M.D.	College Physician

CAMPUS RESIDENT STAFF

Mrs. Grace D. Beach	David B. McIlhiney
Mrs. Julian Butler	Mrs. Clara McLaurin
Mrs. L. B. Cavanaugh	Mrs. Berte Moore
Mrs. Elizabeth Dove, Hostess	Mrs. Robert Murphy
Mrs. W. M. Harvey	Mrs. Sarah H. Peterson
Mrs. Dan Hasty	Richard C. Prust

Division Chairmen

Dr. Leslie Bullock	Religion and Philosophy and Director of Christianity and Culture
Dr. James E. Carver (acting)	Language and Literature (Dr. W. D. White on leave)
Dr. Delta W. Gier	Natural Sciences and Mathematics
Dr. Harry L. Harvin	History and Social Science
Dr. Helen Rogers (acting)	Music, Art and Drama (Prof. J. Franklin West on leave)
Dr. Alvin H. Smith	Behavioral Sciences

Faculty Executive Committees

Dr. Robert F. Davidson, Chairman
Dr. Ansley C. Moore
Dr. William Alexander
Dean Rodger W. Decker
Prof. Carl W. Geffert
Dr. Delta Gier
Dr. Helen Rogers
Dr. Alvin H. Smith

Student Life Committee

Dean Rodger W. Decker, Chairman
Dr. Malcolm Doubles
Dr. Robert K. Gustafson
Prof. David McLean
Mrs. Grace Overholser
Dr. Alvin H. Smith
Miss Jo Ann Williams
Dr. Jerry Williamson
Mr. Art Gatewood
Mr. Ed Butterworth
Class Representatives (to be appointed)

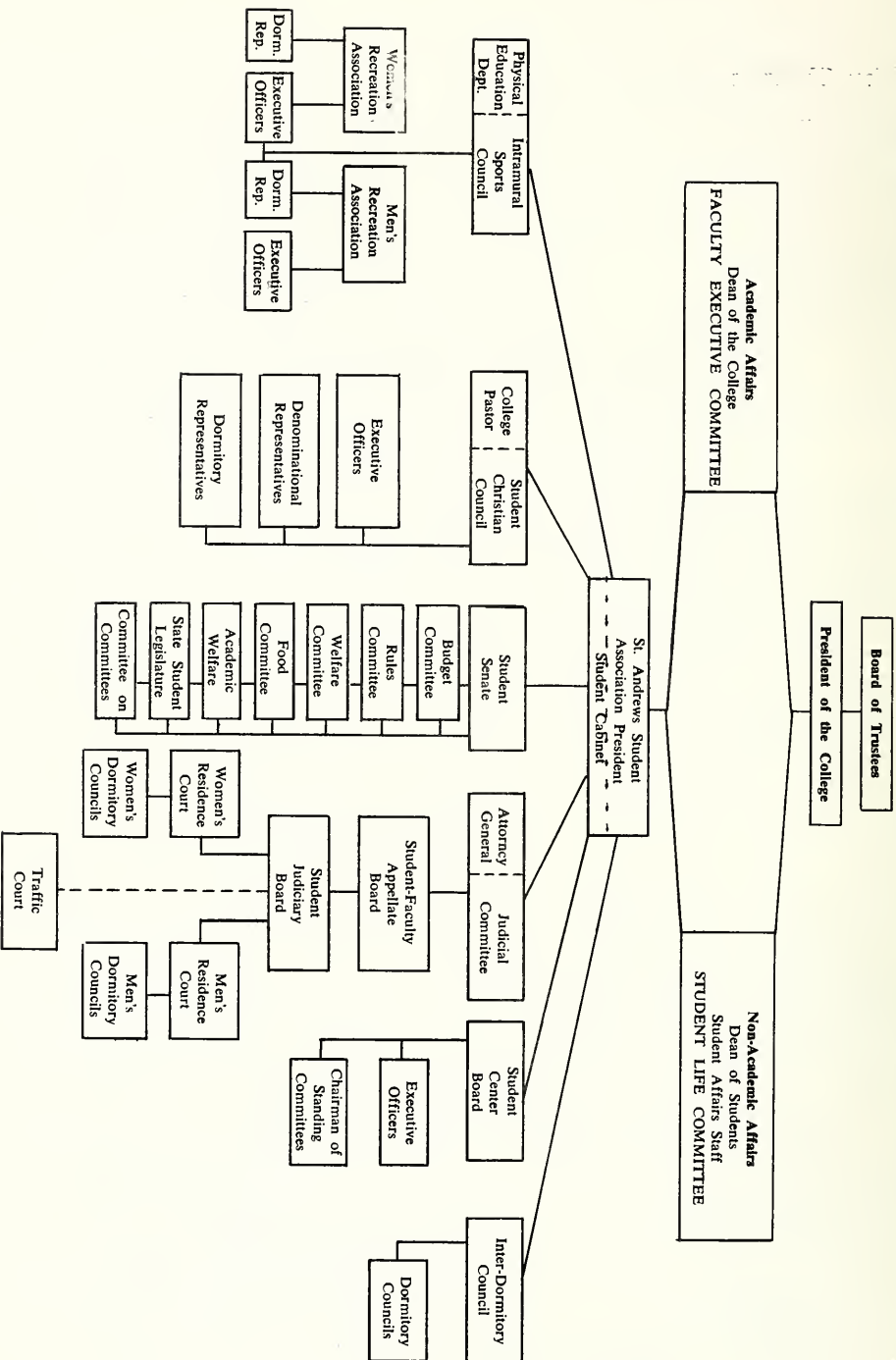
Standing Faculty Committees

Admission and Financial Aid	Dean Davidson, Chairman
Assemblies and Public Events*	Dean Decker and Mr. Allen Atwell, Chairmen
Calendar*	Dean Overholser, Chairman
Faculty Publications	Dr. Alexander, Chairman
Development	Mr. Lietz, Chairman
Educational Policy	Dean Davidson, Chairman
Faculty Social Activities	Mrs. Elizabeth Holmes, Chairman
Library*	Dr. Carver, Chairman
Religious Activities	Prof. Thomas Somerville

*Indicates committees with student representation.

ORGANIZATIONAL CHART OF THE

ST. ANDREWS STUDENT ASSOCIATION





ART GATEWOOD

President, St. Andrews Student Association

Welcome to 1967-68 in the St. Andrews academic community!

This year has every possibility of being the most dynamic and vital period in the varied history of our college.

It promises to be solid within the St. Andrews tradition of "creative education." This tradition is not prescribed but is one of evaluation, experimentation, and therefore, constant change. The administration and faculty are daily working with new ideas to educate. We, the students, need to be aware of this organic development of our college so that we may participate in this shaping process. Without active and creative learning and living on our parts, St. Andrews will be only half alive.

This handbook is a prime example of this type of creative flux. It reflects student expectations and regulations—a subject of constant re-examination. It represents a great deal of community thinking and work. Neither of these will stop when it has gone to press.

Read it, examine it, discuss it, question it. This will help you to discover not only what the college and other students expect of you as a student, but also what your own self-expectations are.

St. Andrews has set a tradition which is difficult to recognize and which takes plain hard work to maintain. Once you have recognized it and tasted it, you will want to participate in this tradition of creativity.

Sincerely
Art Gatewood
Art Gatewood

Organization of the Student Association

The Student Association, made up of all students of the college, functions through three primary divisions. The Student Cabinet, as the executive body, is composed of the executive officers of the student body, together with the leaders of all major organizations of the judicial agencies of the body, is composed of the executive officers of the student body, together with the leaders of all major organizations of the Association. The student judiciary bodies are the chief judicial agencies of the Association and are composed of elected representatives. The Student Senate, with representatives from each class and residence group, serves as the chief legislative body of the Association. The major organizations of the student body have faculty and staff advisers to assist with programs of the student groups.

SUSGA

St. Andrews is a member of the Southern Universities Student Government Association, an association of over one hundred southern colleges and universities. SUSGA is a non-political association and exists as a grounds of communication and exchange of problems and ideas among member schools.

CONSTITUTION OF THE STUDENT ASSOCIATION

PREAMBLE

We, the students of St. Andrews Presbyterian College, with the concurrence of the Board of Trustees, Administration, and Faculty, recognizing our fallibility and the changing context of our community, do nevertheless, by the forgiving grace of God in Christ, dedicate ourselves to the intense pursuit of knowledge and meaning as we challenge complacency and mediocrity in all phases of life and to the development of a maturity which faces both the ideals and the realities of our corporate life, and do hereby establish this Constitution for the purpose of more effectively accepting this perpetual challenge to share mutual concerns, obligations, and responsibilities with the Faculty, and the Administration, thus preparing us to participate in responsible and informed relations among all men.

ARTICLE I. NAME

This organization is known as the St. Andrews Student Association, hereinafter referred to as the Student Association.

ARTICLE II. MEMBERSHIP

Every regularly enrolled, full-time student at St. Andrews Presbyterian College is a member of the Student Association.

ARTICLE III. EXECUTIVE BRANCH

Section 1. The executive officers of the Student Association and the Student Cabinet are the President, the Vice-President, the Secretary, and the Treasurer.

Section 2. The President and the Vice-President must be members of the incoming Senior Class and have held an elected position within the Student Association. The Secretary and Treasurer must be members of the incoming Junior or Sophomore Class. Each executive officer must maintain an overall scholastic average of 3.0.

Section 3. Duties of the Executive Officers

(a) The President serves as the official representative of the Student Association and President of the Student Cabinet; calls and presides over all meetings of the Student Association and the Cabinet; approves or vetoes all legislation passed by the Senate within 10 academic days. If, by the end of the aforementioned 10 days the President has not acted on the legislation, this legislation will be considered approved. The President also refers approved legislation to the Dean of Students for attention by the President of the College; appoints such committees and fills such positions as are necessary for the operation of the Student Association, with the consent of the Senate unless otherwise specified in this Constitution; and serves as a member of the Student Life Committee.

(b) The Vice-President serves as President of the Senate; serves as a member of the Student Cabinet; assumes the duties of the President if for any reason the President must vacate his office.

(c) The Secretary serves as a member of the Student Cabinet; maintains a permanent record of all minutes of the Student Association and the Student Cabinet and posts the minutes of the meetings of the Student Association and Student Cabinet in the Student Center within one week following each meeting; communicates all decisions and recommendations of the Student Association and Student Cabinet to the office of the Dean of Students and other appropriate agencies; and handles all correspondence of the Student Association and the Student Cabinet.

(d) The Treasurer serves as a member of the Student Cabinet; draws up a budget for the Student Cabinet; receives proposed budgets from the Intramural Sports Council, Student Center Board, and Student Christian Council and formulates the Student Association budget for the coming year in consultation with the Senate; maintains a permanent record of all financial transactions of the Student Association; makes semi-annual reports to the Student Association and quarterly reports to the Senate; submits the Treasurer's books to the Business Office to be audited once per semester and/or at the request of the Business Office or of the Senate.

Section 4. Student Cabinet

(a) The Student Cabinet is the executive body of the Student Association.

(b) The Student Cabinet is composed of the President, Vice-President, Secretary, and the Treasurer of the Student Association; the presidents of the Student Center Board and the Student Christian Council; and the Attorney General, the Inter-Dormitory Council, and the Intramural Sports Council; and the Inter-Class Council. Advisory representation is appointed by the Dean of Students.

(c) The Student Cabinet is the coordinating agency for campus student activities at an executive level; makes recommendations to, asks opinions of, and hears reports from all College-related bodies; implements all approved legislation; reviews and takes appropriate action regarding operating codes and by-laws of Student Association organizations.

ARTICLE IV. LEGISLATIVE BRANCH

Section 1. Senate

(a) The senate is the legislative body of the Student Association.

(b) The Senate consists of the Vice-President of the Student Association, the Vice-President of each class, three senators from each dormitory, one additional senator elected by the combined residents of Concord and Winston-Salem dormitories, one additional senator elected from the combined residents of Mecklenburg and Wilmington dormitories. No more than two senators from one dormitory shall be members of any one academic class, and day student representation shall be in proportion to the number of students represented by each resident senator. Each senator must maintain an overall average of 2.0. Advisory representation, at least one being a member of the Faculty Executive Committee and one being a representative of the Dean of Students, is selected in keeping with procedures provided in the Faculty By-Laws.

(c) The Senate, in cooperation with appropriate faculty or administrative bodies, considers all questions of student welfare and general student interest; considers and initiates all legislation; refers legislation to the Student Association President for his approval or veto; has the power to override the Student Association President's veto by a two-thirds vote of the Senate, and then refers the recommendation directly to the Dean of Students for attention by the Student Life Committee, if he thinks it desirable, and by the President of the College; hears recommendations from the Student Association and authorizes any expenditures necessary outside the budget; appoints standing committees and such additional committees necessary for the operation of the business of the Senate; fills any vacancies which occur in the Cabinet; has the power to impeach and may remove from office any officer of the Student Association by a two-thirds vote of the Senate; establishes all courts and judiciary committees not herein established; and by a two-thirds vote of the Senate gives consent for membership of Student Association agencies in all local, regional, and national organizations.

(d) No student shall hold more than one seat in the Senate.

ARTICLE V. JUDICIAL BRANCH

Section 1. The defendant has the right to counsel (faculty, administrative, or student); the right to a just trial without undue delay by the duly constituted court of his peers; the right to meet in person his accuser(s) at his trial; the right to call any witnesses; the right to challenge any court member on the basis of prejudice; the right to be present during his trial until deliberation concerning the final decision begins; the right not to testify against himself; the right to appeal; the right to forego trial by his peers in lieu of judgment by the College Administration.

Section 2. The Attorney General is an elected student and must have served at least one year on either the Residence Courts, the Student Judiciary Board, or the

Student-Faculty Appellate Board. He must maintain an overall scholastic average of 3.0. He will be chairman of the Judicial Committee and will serve on the Cabinet as the representative of the judicial system. The Attorney General receives all cases and refers each to the court with the proper jurisdiction; appoints investigator(s) for each trial from the Judicial Committee; sees that the defendant is aware of his rights; receives all appeals and sends them to the courts in which the appeals will be heard; and receives minutes and cover-sheets for approval by proper administrative personnel.

Section 3. The Attorney General will serve as the chairman of the Judicial Committee; he will appoint, with the approval of the Senate, nine members of whom one will serve as secretary. The Judicial Committee investigates all cases to be heard by courts in the judicial system; keeps **confidential** records of all violations heard in dormitory councils and all court cases; handles any publication to be made of court decisions; and sees that all approved sentences are administered. The Dean of Students will serve as permanent advisor to the Judicial Committee. All members of the Judicial Committee are distinct from those on the Residence Courts, Student Judiciary Board, and the Student-Faculty Appellate Board.

Section 4. The Student-Faculty Appellate Board interprets the Constitution of the Student Association, and hears all appeals from the Student Judiciary Board, but has no original jurisdiction. Upon hearing an appeal, the Board may uphold or reverse the original decision and may uphold or reduce the original sentence. All members of the Board are distinct from those on the Student Judiciary Board and Residence Courts.

Section 5. STUDENT JUDICIARY BOARD

(a) The Student Judiciary Board is a student judicial body of the Student Association, which makes recommendations to the President of the College or his own appointed representative.

(b) The membership of the Judiciary Board consists of three elected members from the incoming Senior Class, two elected members from the incoming Junior Class, and two elected members from the incoming Sophomore Class, each of whom must maintain an overall scholastic average of 3.0; one faculty-administrative representative selected in keeping with the procedure provided in the Faculty By-Laws and one representative of the Dean of Students serve as advisors to the Student Judiciary Board. The Board elects a chairman and a vice-chairman from its membership. All members of the Board are distinct from those on the Student-Faculty Appellate Board and the Residence Courts. A quorum shall consist of five members.

(c) The Student Judiciary Board hears all cases involving Honor Code offenses and all other offenses specified in the College regulations which are outside the jurisdiction of Residence Courts and other courts or committees established by the Senate; and hears all cases of appeals from Residence Courts.

Section 6. RESIDENCE COURTS

(a) Men's Residence Courts

1. The Men's Residence Court shall consist of the president and one elected representative from each of the men's dormitories and two elected representatives from Orange Hall, one being the president if the president is a male, and one faculty advisor appointed by the Dean of the College and the Dean of Students. All repre-

sentatives shall maintain a scholastic average of 2.0. A chairman and a vice-chairman shall be elected by the Men's Residence Court. A quorum shall consist of 75% of the total representation.

2. The Men's Residence Court shall try violations of social regulations except Honor Code violations.

(b) Women's Residence Court

1. The Women's Residence Court shall consist of the president and one elected representative from each women's dormitory and one representative from Orange Hall (the president if the president is a female) and one faculty advisor appointed by the Dean of the College and the Dean of Students. All representatives shall maintain a scholastic average of 2.0. A chairman and a vice-chairman shall be elected by the Women's Residence Court. A quorum shall consist of 75% of the total representation.

2. The Women's Residence Court shall try violations of social regulations except Honor Code violations and shall hear appeals from the Women's Dormitory Councils.

ARTICLE VI. DORMITORY ORGANIZATION

Section 1. INTER-DORMITORY COUNCIL

(a) The Inter-Dormitory Council is responsible for the general welfare of all resident students and serves as the coordinating body of inter-dormitory activities and programs in cooperation with the Office of Student Affairs.

(b) The Inter-Dormitory Council consists of the presidents of the dormitories who meet regularly with a representative of the Office of Student Affairs. The Chairman of the Council is elected within its membership.

(c) The Council considers problems common to all residence halls; makes recommendations to the Senate and/or the Office of Student Affairs regarding desired changes in dormitory regulations and operational procedures; codifies and publishes regulations as approved and coordinates inter-dormitory activities.

Section 2. DORMITORY COUNCILS

(a) A Dormitory Council is responsible for the general welfare of the students in a particular residence hall.

(b) The membership of a Dormitory Council consists of the President and the Resident Assistants and Suite Leaders of the residence hall. The President is elected in the spring by prospective residents of the dormitory and must be a member of the incoming Junior or Senior classes and must maintain an overall scholastic average of 2.0. A Vice-President and Secretary are chosen within its membership. The Residence Director serves as adviser.

(c) The Men's Dormitory Council enforces dormitory regulations; refers cases of those students who have reached the ten demerit limit to the Attorney General; and is responsible for approving and overseeing dormitory social plans.

(d) The Women's Dormitory Council enforces dormitory regulations; refers cases of those students who have reached the ten demerit limit to the Attorney General;

deals with violations of dormitory regulations concerning sign-out and curfew procedures; and is responsible for approving and overseeing dormitory social plans.

ARTICLE VII. STUDENT CENTER BOARD

Section 1. The Student Center Board coordinates and directs the program of campus social activities and services in cooperation with the Office of Student Affairs.

Section 2. The membership of the Student Center Board consists of President, Vice-President, Secretary, Treasurer, and chairmen of standing committees who are appointed by the executive officers of the Board. A representative of the Office of Student Affairs serves as adviser.

Section 3. The President and Vice-President of the Board must be members of the incoming Junior or Senior Class and have served at least one semester on the Board or one of its committees. The Secretary and Treasurer must be members of the incoming Sophomore or Junior Class. Each executive officer of the Board must maintain an overall average of 3.0.

ARTICLE VIII. STUDENT CHRISTIAN COUNCIL

Section 1. The Student Christian Council coordinates the programs of the various denominational groups represented on campus and promotes various campus activities related to the Christian Life Program of the College in cooperation with the College Pastor.

Section 2. The Student Christian Council consists of a President, Vice-President, Secretary, Treasurer, representatives of official denominational organizations, appointed by the President of each organization, and chairmen of standing committees who are appointed by the executive officers of the Council and advisory representatives as appointed by the College Pastor.

Section 3. The President and Vice-President of this Council must be members of the incoming Junior or Senior Class and have served at least one semester on this Council or one of its committees. The Secretary and Treasurer must be members of the incoming Sophomore or Junior Class. Each executive officer of the Council must maintain an overall scholastic average of 3.0.

ARTICLE IX. INTRAMURAL SPORTS COUNCIL

Section 1. The Intramural Sports Council coordinates all recreational activities and promotes coeducational recreational programs in cooperation with the Department of Physical Education.

Section 2. The Intramural Sports Council consists of the executive officers of the Men's Recreation and the Women's Recreation Association. The Chairmanship of the Intramural Sports Council shall alternate from year to year between the President of the Women's Recreation Association and the President of the Men's Recreation Association. When the fall semester begins in an odd year, the President of the Men's Recreation Association shall be the Chairman. When the fall semester begins in an even year, the President of the Women's Recreation Association shall be the Chairman. The advisers of the Men's Recreation Association serve as advisers to the Council.

Section 3. All men students are members of the Men's Recreation Association.

Its executive board consists of three executive officers who are a President, Vice-President, and Secretary-Treasurer that are elected in a general election by its members, and representatives from each recreational unit. A representative of the Physical Education Department serves as adviser. This executive board coordinates men's recreational activities and promotes men's athletic programs.

Section 4. All women students are members of the Women's Recreation Association. Its executive board consists of three executive officers who are a President, Vice-President, and Secretary-Treasurer, that are elected in a general election by its members, and representatives from each recreational unit. A representative of the Physical Education Department serves as adviser. This executive board coordinates women's recreational activities and promotes women's athletic programs.

Section 5. The President, Vice-President, and Secretary-Treasurer of the Men's Recreation Association and the President of the Women's Recreation Association must have served at least one semester on the Council, one of its committees, or an executive board of a Recreation Association.

Section 6. The Publicity Chairman and Awards Chairman shall be appointed by the executive officers of the Women's Recreation Association.

ARTICLE X. STUDENT LIFE COMMITTEE

Section 1. The Student Life Committee is a joint student-faculty-administration body provided for in the Faculty By-Laws, to oversee and coordinate Student Life in non-academic matters. With the Dean of Students as Chairman, it will function as a liaison agency between the Student Association and the Faculty-Administration.

Section 2. The Student Life Committee consists of the Student Association President; a designated member of the Senate; the editor of the *Lance*; four student representatives, with each class represented, appointed by the Student Association President and approved by the Senate; the Dean of Students; a representative from the staff of the Dean of Students; five additional representatives from the Faculty and Administration, one of which must be the adviser of the *Lance*. The Dean of Students serves as the Chairman of the group and the representative of the staff of the Dean of Students serves as Vice-Chairman and Secretary.

Section 3. As a hearing body to review questions which may be referred to it, the Student Life Committee makes recommendations to, asks opinions of, and hears reports from any College-related body; charters clubs; serves as a long-range planning group for student life; and develops policies and procedures necessary for a total program of student publications.

ARTICLE XI. MEETINGS

The time and place of the meetings of the Student Association Organizations are specified in the by-laws of each organization.

ARTICLE XII. ELECTED OFFICERS

Section 1. The officers of the Student Association are elected in a general election each April and serve a term of office beginning at their installation which takes place within two weeks after the close of the Student Association elections and ending with the installation of new officers in the spring semester of the succeeding year.

Section 2. No student shall hold more than one elected office of an organization of the Student Association.

Section 3. All candidates for Student Association offices must have properly filed in the Office of Student Affairs in accordance with the provisions made by the Elections Board.

ARTICLE XIII. AMENDMENT PROCEDURE

Section 1. The Senate may initiate an amendment; if it is passed by a three-fourths majority of the Senate, it is immediately posted in the Student Center for two weeks, at the end of which time it is presented to the Student Association for a vote. A three-fourths majority of the Student Association members voting is necessary for adoption; subject to review by the Dean of Students and the approval of the faculty and the President of the College, the amendment becomes part of this Constitution.

Section 2. By presenting a petition to the President of the Student Association signed by at least one-third of the members of the Student Association, the members of the Student Association may initiate an amendment. The President of the Student Association posts the petition in the Student Center for two weeks at the end of which time it is presented to the Student Association for a vote. A three-fourths majority of the Student Association members voting is necessary for adoption; subject to review by the Dean of Students and approval of the faculty and President of the College, the amendment becomes a part of this Constitution.

Section 3. A By-Law of this Constitution is amended in the Senate. Any proposed By-Law amendment must be presented to the Senate and then posted in the Student Center for one week at the end of which time it is presented to the Senate for approval by a two-thirds majority of those present; subject to approval by the Student Association President in keeping with the procedures described in Article III, the By-Law amendment becomes a part of the By-Laws of this Constitution.

Section 4. The St. Andrews Student Association Constitution shall be revised every five years beginning with the spring semester, 1967, only to include all amendments and to exclude all redundancies. Any revision shall be made with the approval of the Senate.

ARTICLE XIV. BY-LAWS OF STUDENT ASSOCIATION ORGANIZATIONS

Each organization of the Student Association must enact a set of by-laws within one month of their first business meeting consistent with the provisions of this Constitution.

ARTICLE XV. RATIFICATION

This Constitution will be ratified by a majority of those voting if the voting is at least 50% of the Student Association, and becomes effective with the signature of the President of St. Andrews Presbyterian College.

BY-LAWS OF THE CONSTITUTION OF THE ST. ANDREWS STUDENT ASSOCIATION

I. ORIENTATION COMMITTEE

a. An Orientation Committee is appointed by the Student Association President in consultation with the Dean of Students and with the consent of the Senate.

b. This committee consists of seven members, three men and three women representing the rising upperclasses and the President of the rising Sophomore Class. Co-Chairmen are designated by the Student Association President, one from the men and one from the women members. The Co-Chairmen are students who plan to attend the College Summer Session, and they are awarded Summer Resident Assistantships to work with the residence programs during the summer as well as to assist with completion of orientation plans for the ensuing year. The Dean of Students appoints advisory representation.

c. The Orientation Committee will be appointed at least two months before the end of the spring semester.

II. HANDBOOK COMMITTEE

a. A Handbook Committee is appointed by the Student Association President in consultation with the Dean of Students and with the consent of the Senate.

b. This committee consists of three men and three women students representing the rising upperclasses. A Chairman and a Recording Secretary are designated by the Student Association President, one from the women and one from the men. A representative of the Office of the Dean of Students serves as adviser.

c. This committee receives recommendations relative to provisions of the handbook, and formulates editorial statements for consideration by the proper student, faculty, and administrative authorities.

III. CLASS ORGANIZATION

a. Each academic class elects a President, a Vice-President, and Secretary-Treasurer, each of whom must maintain an overall scholastic average of 2.0, to represent it in all matters of concern to the class except when the class delegates specific authority and responsibility to a standing or special committee.

b. The President calls and presides over class meetings as required or as requested by a class officer, a College Dean of Sponsor, or by a petition of ten or more members of the class.

c. The Vice-President serves as class representative to the Senate. Upon vacation of the office of class President, the Vice-President, of the class shall assume the office of President of the class.

d. The President, Vice-President, and Secretary-Treasurer appoint standing and special committees as needed to carry out the business of the class. The President is an ex officio member of each committee with voting privileges.

e. Each class has an organizational meeting prior to October 15 and at least one additional meeting during the month of February.

f. After the first grading period, the Orientation Committee presents to the Freshman Class the organizational plan as established by the Elections Board for their class election.

g. There is a Faculty Sponsor for each class selected from among the full-time Faculty by class officers in consultation with the Dean of Students prior to November 1. The Sponsor is the official representative of the College in matters relating to the class.

IV. ELECTIONS BOARD

a. The Elections Board shall have the power to conduct all Student Association elections and to announce the outcome.

b. The Elections Board consists of the two senior members of the Student Judiciary Board, the two senior members of the Appellate Board, the three senior class officers, one representative from the Office of Student Affairs, and one faculty member selected by the Student Life Committee. The Chairman is selected by the Student Life Committee. The Chairman is selected within the membership of the Board.

c. The Elections Board begins functioning after election each spring; sets up election dates for the coming year in accordance with constitutional provisions; prepares the official ballots from the basic list of candidates meeting constitutional qualifications who have filed with the Office of Student Affairs; supervises campaign regulations; supervises the polls; and counts ballots.

d. In a single position election the winner shall be determined by a simple majority of the total votes cast for that office. If no candidate receives a simple majority, there shall be one run-off election between the candidates who polled the two highest number of votes. If there is no majority in the run-off, then the candidate with the greatest number of votes will win the election. In case of a tie in run-off elections as stipulated, the matter shall be sent to the Senate for resolution.

e. In multi-position elections the candidates receiving the greatest number of votes shall be elected. If the stated number of positions cannot be filled, as the result of a tie, there shall be one run-off.

V. QUORUM

In order to transact any business in an Association Organization, except an academic class, a quorum must be present. A quorum is a majority of those entitled to vote. An academic class must have the consent of at least one-third of its membership before it can transact any business.

VI. RULES OF ORDER

Unless otherwise provided for, all questions of order are decided by **Robert's Rules of Order, Revised.**

STUDENT ASSOCIATION OFFICERS

The Cabinet:

President _____ Art Gatewood (also President of the Student Body)
 Vice-President _____ Pam Neal (also President of the Senate)
 Secretary _____ Margaret Offterdinger
 Treasurer _____ David Betts
 Inter-Dormitory Council _____ Roger Pike
 Student Center Board _____ Judi Lawson
 Student Christian Council _____ Blanche Morrison
 Attorney General _____ Jim Bennett
 Intramural Sports Council _____ Charles Kerley
 Inter-Class Council _____ Joe Ingle
 Adviser _____ Dean Wells

The Senate:

President _____ Pam Neal
 President Pro-Tem _____ Hunter Allen
 Secretary _____ Anne Bottoms
 Parliamentarian _____ Mike Ferrell
 Advisers _____ Professor Ludlow, Dr. Burris

Albemarle

Anne Bottoms
Sue Harwell

Concord

Gloria Bell
Carol White
Emelda Williams

Granville

Helen Hudson
Betts Hunter
Ellen Moss

Kings Mountain

Pete Cook
Houston Wheeler

Mecklenburg

Bob Devlin
Dean Leake
Ron Pierce

Orange

Hunter Allen
Jane Johns
Ken Pritchard

Wilmington

Ellen Clarke
Hollace Laws
Elliott MacKethan

Winston-Salem

Norman Blanchard
Pete Peery
Tom Tomlinson

Joint Representatives:

Mecklenburg and Wilmington _____ Tom Aslakson
 Concord and Winston-Salem _____ Trudy Shaffner

Class Representatives: (Class Vice-Presidents)

Senior Class _____ Ellison Gillis
 Junior Class _____ Scott McCrea
 Sophomore Class _____ Mike Ferrell
 Freshman Class (to be elected)
 Day Student Representative _____ Robert Owens

The Judicial Committee:

Chairman-----Jim Bennett, Attorney General
Secretary-----Pamala Elliott
Kenny Denison
Bill Shomo
Cheryl Monroe
Advisers—Dean of Students and Staff

The Student-Faculty Appellate Board:

Chairman-----Jack LaPointe
Secretary-----Carolyn Caldwell
Bev Black
Advisers—Professor Geffert, Dean Wells

The Student Judiciary Board:

Chairman-----Bob Brewbaker
Vice-Chairman, 1st Alternate-----Lee Accettullo
Vice-Chairman, 2nd Alternate-----Lynn Eller
Secretary-----Carol Williamson
Jim Wilson
Sandra Gaddis
Advisers—Professor McLean, Professor Dahl

Men's Residence Court:

Chairman-----Tom Wood
Vice-Chairman, 1st Alternate-----Bob Pope
Vice-Chairman 2nd Alternate-----Ben Gurley
Secretary-----Powell Winstead
Tom Gibson
Jim Sirbaugh
Advisers—Professor Siegal, Dr. Doubles

Women's Residence Court:

Chairman-----Linda Peel
Vice-Chairman, 1st Alternate-----Becky Suddreth
Vice-Chairman, 2nd Alternate-----Amy Davis
Secretary-----Nancy Munro
Gail Gillam
Judy Maurer
Peggy Gamble
Advisers—Mrs. Boyd, Dr. Neylans, Professor Jo Ann Williams

Traffic Court:

Bob Davis

Richard Light

(others to be appointed)

Adviser—Mr. Jackson, (Campus Security Officer)

The Inter-Dormitory Council (Presidents of Dormitories):

President.....Roger Pike (Winston-Salem)

Vice-President.....Tom Gibson (Mecklenburg)

Secretary-Treasurer.....Gail Gillam (Albemarle)

Judy Maurer (Concord) Stuart Neal (Wilmington)

Peggy Gamble (Granville) George Shaffer (Kings Mountain)

Jim Sirbaugh (Orange)

Adviser—Dean Wells

The Student Center Board:

The Student Center Board supplies the campus with its Flings, dances, movies, pizza and ice-cream parties, records and record player, and is the student organization which shares with the Student Center Hostess mutual responsibility for the Student Center.

President.....Judi Lawson

Vice-President.....Anne Moorman

Secretary.....Martha Sue Henley

Treasurer.....Ted McCormack

Adviser—Dean Grace Overholser

The Student Christian Council:

The Student Christian Council is a campus-wide, interdenominational group which attempts to provide a context within the campus and within the community for honest questioning, concern, communication, worship, and action. Specific programs and projects of the SCC include: a **Peace Corps**, working in underprivileged communities in Laurinburg through tutoring, construction, and recreation; a series of **symposia** on controversial and relevant topics of concern; aid in planning of **chapel** and **special services** throughout the year; publication of the **Dialogue**, an "instrument of communication" on campus; broadcast on **Accent**, a weekly program of interviews on the campus radio station; a **Deputation Team** which visits youth groups in churches all over North and South Carolina; an occasional special

event or concert such as the **Southern Folk Festival**; and so forth.

President.....Blanche Morrison
Vice-President.....Camille DuPree
Secretary.....Elizabeth Ward
Treasurer.....George Sherrill
Adviser—Mr. Davenport

The Intramural Sports Council:

President.....Charles Kerley

WOMEN'S RECREATION ASSOCIATION:

President.....Peggy Clements
Vice-President.....Beth Gault
Secretary.....Lynn Earnest

MEN'S RECREATION ASSOCIATION:

President.....Charles Kerley
Vice-President.....Don White
Advisers—Physical Education Department representatives

The Orientation Committee:

Co-Chairmen.....Danny Beerman and Carol Williamson
Ken Pritchard.....Elliott McKethan
Barbara Walker.....Pete Klopman
Rick Walker.....Dean Decker

The Handbook Committee:

Chairman.....Peggy Gamble
Secretary.....Bob Merritt
Jeannie McKee.....Ellen Moss
Roger Pike.....Dean Decker
Tom Bower

The Class Officers:

Class of 1968

President.....Joe Ingle
Vice-President.....Ellison Gillis
Secretary-Treasurer.....Ann Kefauver

Class of 1969

President.....Danny Beerman
Vice-President.....Scott McCrea
Secretary.....Joyce Lowdermilk

Class of 1970

President.....Rick Walker
Vice-President.....Mike Ferrell
Secretary-Treasurer.....Gail Kvingedal

Class of 1971

(to be elected)

The Inter Class Council:

(Presidents of Classes):

Chairman.....Joe Ingle
Danny Beerman
Rick Walker
(Freshman Class President, to be elected)

The Elections Board:

Chairman.....Bev Black
Co-Secretaries.....Lee Accettullo and Ann Kefauver
Jack LaPointe
Jim Wilson
Joe Ingle
Ellison Gillis
Lynn Eller
Representative from Student Affairs Office

Dormitory Social Chairmen:

Albemarle.....Bonnie Foster
Concord.....Mollie McConnell
Granville.....Linda Blanchfield
Kings Mountain.....Ray Riddle
Mecklenburg.....
Orange.....Jim Wright
Wilmington.....Linda Susong
Winston-Salem.....Fletcher Shives

Student Representative to Library Committee:

Pete Peery

Note: Vacancies will be filled by appointment by the Student Body President and the approval of the Senate.

COLLEGE GUIDES



BASIC COLLEGE REGULATIONS

GENERAL GUIDES

In an effort to keep specific rules to a minimum, the following basic guides cite the fundamental principles for student conduct in academic and social relations:

1. Students are expected to remain in good standing, academically and as citizens, to continue at St. Andrews. Acceptable progress in all areas exemplifies an essential aspect of this principle.

2. High moral standards are expected.

3. Any conduct of a nature which draws undue attention to one's self whether on or off campus, and which shows disregard for the reputation of other students or the College, will subject the student to appropriate action.

HONOR CODE

St. Andrews Presbyterian College is a community of responsible persons devoted to the ideals of integrity and honor. Members of the community have instituted the St. Andrews Honor Code in the belief that the integrity of the community rests upon the responsible action of all. Such lapses from individual personal honor as lying, cheating, and stealing are serious violations of community integrity and thus are the concern of all members of the community.

The Honor System of St. Andrews places the following offenses under the jurisdiction of the Judiciary Board:

- a. lying in official matters;
- b. academic cheating, including plagiarism;
- c. stealing.

Each member of the community (students, faculty, administration and staff personnel) bears responsibility for maintaining standards of conduct, and all are pledged to deal with violations of honor in a responsible way.

A person who violates the Honor Code is himself obligated to report his violation to a member of the Judiciary Board.

A witness to a violation of the Honor Code has an obligation to the community. He should fulfill his obligation in one of the following ways:

He may approach the suspected violator either in person or in writing and urge him to report the violation. If the suspected student does not act within a reasonable time, the witness is obligated to

report the violation.

Anyone who witnesses a violation of the Honor Code may make a report directly to the Judiciary Board.

Each student upon matriculation at St. Andrews will sign the following pledge.

As a member of the Honor Community of St. Andrews, I pledge that I will not lie, cheat, or steal, nor will I tolerate this conduct in any other member of the community. I will do all within my power to uphold the high standard of integrity and honor of St. Andrews.

Members of the administration and faculty of St. Andrews pledge themselves to respect the spirit and intention of this Honor Code, and to support those who are charged with the responsibility of administering the the Honor System.

ACADEMIC POLICIES

The following regulations relate primarily to academic expectations under the general coordination of the Dean of the College and his staff and are subject to review as necessary by the Faculty Executive Committee. Faculty Advisers, the Deans of Students, and other officers of the college may advise students relative to these regulations; however, when interpretations may be needed, such questions are to be referred to one of the academic deans or to the Chairman of the Faculty Executive Committee.

Registration

Toward the close of each semester, each student **must** plan his course program for the succeeding semester (and summer school, when appropriate) and initiate registration conference with his Faculty Adviser. New students confer with their Faculty Advisers during the orientation period. Final registration is completed at designated times for all students at the beginning of each semester. All courses and changes in a course program **must** be approved by the Faculty Adviser.

Course Load

The normal student load is **15** or **16** credit hours per semester.* Permission to take more than a normal load is based upon the student's previous academic record. Seventeen hours may be granted by the Faculty Adviser. Application for more than 17 hours* must be made to the Dean of the College with the approval of the Faculty Adviser. Under no circumstances will a student be permitted to take more than 19* semester hours. **Regularly enrolled** students must carry a minimum of 12* semester hours. If a stu-

dent's course enrollment falls below this minimum; he may be asked to withdraw from the college. If for some approved reason a student is registered for less than 12 semester hours, he is classified either as a **special degree student**, or as a **special non-degree student**.

*Exclusive of physical education and/or choir.

Application For An Academic Major

Not later than the spring of his sophomore year the student must select the department in which he wishes to major. The requirements in each major field are given at the beginning of the description of courses in that department and are found in the 1967-68 St. Andrews Catalog. If a student is not accepted in any department by the beginning of his senior year, he will not be eligible to continue at St. Andrews.

Attendance Regulations

1. GENERAL COLLEGE POLICY

Regular class attendance is an important student obligation and a student is responsible for all the work, including tests and written work, done in all class meetings. No right or privilege exists which authorizes a student to be absent from any given number of class meetings.

With the exceptions noted below, class attendance is a concern and responsibility of the student himself and of his instructor. When absences from class endanger a student's academic standing or indicate serious lack of commitment to the work of the course, appropriate action will be taken by the instructor to remedy this situation.

In such cases the following procedures are suggested:

- a. The instructor may discuss the matter informally with the student.
- b. If class absences continue, the instructor will report the situation to the student and to the dean of the college upon forms provided for this purpose.
- c. The dean will formally notify the student, his adviser and parents of the serious problem caused by the absences from class.
- d. If class absences continue, the instructor may either drop the student from the class or, if he believes it more desirable, may allow the student to stay on his class roll and receive the appropriate grade for the semester. Especially when the integrity of the class itself is threatened, the student should be dropped by the instructor.

He can be dropped either with a "WF" or a "WI" (withdrawn involuntarily), whichever the instructor decides to be the more desirable in the circumstances. The registrar is notified of this action and informs the student.

2. EXCEPTIONS TO THE ABOVE POLICY

All absences for freshmen in their first semester and for students on probation will be reported to the registrar by the instructor, and the procedures outlined above will then be followed to insure that further absences do not occur.

Absences Before and After Holidays. To preserve the integrity of the calendar and the academic program, students will be expected to attend all classes the two class days before and the two class days after each holiday. A record of attendance in all such classes will be reported to the registrar by all instructors.

Students with less than a 4.00 St. Andrews cumulative quality point ratio (q.p.r.) who are absent from these classes will be placed upon probation for the remainder of the semester. Students already on probation who miss such classes will be asked to appear before the Faculty Executive Committee for appropriate discipline which may involve dismissal from the college.

System of Grading

1. Each student receives a grade in his courses at the close of the semester. The mid-semester grades when given do not appear on a student's transcript; they are designed to give the student an indication of his progress. The system of grades is as follows:

Grade	Significance	Quality Points
A	Excellent	6 per sem. hr
B+	Very Good	5 per sem. hr.
B	Good	4 per sem. hr.
C+	Above Average	3 per sem. hr.
C	Satisfactory	2 per sem. hr.
D	Passing	1 per sem. hr.
E	Conditional Failure	0 per sem. hr.
F	Failure	0 per sem. hr.
I	Incomplete	0 per sem. hr.
WP	Withdraw while passing	0 per sem. hr.
WF	Withdraw while failing	0 per sem. hr.

2. Quality points, the numerical equivalent of the letter grade, are used to determine the students' rank, in class, academic honors, and academic warning. To meet the minimum requirements for graduation all students must have (1) a quality point average of 2.0 on **all work attempted at St. Andrews**, (2) at least 124 hours of course work, (3) a quality point average of 2.0 on the final 30 hours of college work, and (4) a quality point average of 3.0 in the major field taken at St. Andrews.

3. Quality points on acceptable work transferred to St. Andrews will not be computed with a students' quality point ratio on work done at St. Andrews. All transfer student credits to be accepted by St. Andrews must have the written approval of the Dean of the College.

4. A student's cumulative quality point ratio at St. Andrews (SACU) will be the basis on which honors and qualification for student offices will be computed.

5. A student must have completed 60 semester hours of work at St. Andrews to be eligible for the honor society or for honors at graduation. **The student's citizenship record also must be one of good standing.**

6. A student who enters St. Andrews with deficiencies will receive college credit for college course work done to remove these deficiencies, but will be required to take an equivalent number of additional hours to complete his degree at St. Andrews. For example, a student entering with no foreign language will receive credit for the 101-102 sequence, but will have to complete 130 hours with a "C" average on all hours attempted in order to graduate. A student with two years of high school French who is unable to enter French 201, would get credit for repeating French 102, but would have to complete 127 hours with a "C" average to graduate.

Course Additions, Withdrawals, and Conditional Grades

1. Freshmen are permitted to drop courses with the approval of their Faculty Adviser for a period of three weeks following registration day without having this recorded on their permanent records; and upperclassmen are allowed a period of two weeks for dropping particular courses under the same conditions. After this time, a "WP" grade is given when the student withdraws **with the approval of his Faculty Adviser** while doing passing work; otherwise, a grade of "WF" is recorded. No student may withdraw from a course during the four weeks preceding the final recitation of the semester without the approval of the Faculty Executive Committee.

2. Students are permitted to add courses with the approval of their Faculty Adviser for a period of two weeks following registration day. Stu-

dents who drop or add courses after academic registration, must do so in keeping with the proper form available in the Office of the Registrar. Complete instructions are provided on the form and it is essential that the student process this form in every detail in order for his records to be accurate. Merely discontinuing attendance is not sufficient; it is necessary that the **proper procedure be followed immediately** and the first step must be discussion of the matter with the Faculty Adviser.

3. Any student may be dropped for cause from any course at any time upon recommendation of the professor and approval of the Dean of the College. Sufficient cause for dropping a student would include **excessive absences** (see "Attendance Regulations"), **lack of preparation, general neglect, unwholesome attitude, or improper conduct in class** (see "Probation Guides").

4. The College Physician at any time may recommend to the Faculty Executive Committee that a student be allowed to drop a course for medical reasons. The Dean of the College or the Dean of Students may make a similar recommendation when circumstances surrounding a student's work are of an unusual nature. In such cases a grade of "W" will be recorded.

5. A grade of conditional failure (E) may be removed by re-examination. This must be accomplished within the third week of the following semester. Any exceptions must be authorized in advance by the Dean of the College. If not removed within the authorized time, the E becomes a failure, F.

7. A failure (F) cannot be removed from a student's record. However, if such course is repeated, the second grade is recorded as the final grade for the course. If the course is not required for graduation or for a major, it may be repeated only with the approval of the Faculty Adviser and the Dean of the College.

Examinations, Tests, and Reviews

1. A student who has final examinations in three successive periods may ask the Dean of the College or the Registrar for an adjustment in the time of such examinations.

2. A mid-semester testing period will be provided in the schedules made by the Registrar and it is expected that this schedule will be observed unless otherwise approved by the Dean of the College.

Summer School

The College normally conducts a summer session. Though offerings

are less varied than during the fall and spring terms, the summer curriculum, nevertheless, includes a wide range of courses for undergraduates, teachers, and high school graduates who wish to qualify for advanced standing. Regular members of the St. Andrews Presbyterian College teaching staff and visiting professors make up the faculty of the summer school.

Summer Work at Other Institutions

Any student desiring to receive credit toward graduation for summer courses or correspondence work at another institution must have the approval of his faculty adviser and the chairman of the division in which the parallel course is taught at St. Andrews. The institution in which work is taken must be fully accredited. Credit will be granted only for courses of college level which are also allowed toward graduation by the institution conducting the summer school. For credit the courses must be completed at the "C" level or higher. Courses in which grades of less than "C" are earned will not be acceptable for transfer credit. The student is responsible for requesting the institution to mail an official transcript of his summer work to the Registrar at St. Andrews as soon as the courses are completed.

College Catalog Requirements Applicable to Entering Students

In order that each class of students may understand the particular catalog which is in effect, the following rulings are announced:

1. All students who entered St. Andrews from September, 1962, through the summer, 1963, are under the requirements of the 1962-63 catalog.
2. All students who entered St. Andrews from September, 1963, through the summer, 1964, are under the requirements of the 1963-64 catalog.
3. All students who entered St. Andrews from September, 1964, through the summer, 1965, are under the requirements of the 1964-65 catalog.
4. All students who entered St. Andrews from September, 1965, through the summer, 1966, are under the requirements of the 1965-66 catalog.
5. All students who enter St. Andrews from the fall semester, 1966, through the summer, 1967, are under the requirements of the 1966-67 catalog.

Classification

The classification of a student depends upon the amount of college work and the number of quality points he has to his credit, and not upon the length of time he has been in college. A student is classified:

1. As a senior, upon completion of 90 semester hours with a grade point ratio of 1.9 on all work attempted at St. Andrews.
2. As a junior, upon completion of 58 semester hours with a grade point ratio of 1.7 on all work completed at St. Andrews.
3. As a sophomore, upon completion of 26 semester hours with a grade point ratio of 1.5 on all work attempted at St. Andrews.
4. As a freshman, if the regular admission requirements have been met.
5. As a special student, if, for some approved reason, he is registered for less than 12 semester hours.

Readmission

A student to maintain satisfactory progress toward a degree must pass at least 30 semester hours of course work each calendar year with a grade point ratio of 2.0 on all work attempted at St. Andrews. In order for a student to continue at St. Andrews, he must meet the following minimum standards:

1. To return for a second year, the student must have passed at least 26 semester hours with a grade point ratio of 1.5 on all work attempted at St. Andrews.
2. To return for a third year, the student must have passed at least 58 semester hours with a grade point ratio of 1.7 on all work attempted at St. Andrews. He must also have passed during the previous years a total of 24 semester hours and received 48 quality points.
3. To return for a fourth year, a student must have passed at least 90 semester hours with a grade point ratio of 1.9 on all work attempted at St. Andrews. He must also have passed during the previous years a total of 24 semester hours and received 48 quality points.
4. Additional consideration for readmission:
 - a. In meeting these requirements for continuation at St. Andrews, no grade of conditional failure (E) may be counted in the total number of semester hours passed.

- b. Summer school credits, when approved by the Faculty Executive Committee and when in keeping with degree requirements, may be counted in computing the required total for readmission eligibility.
- c. Both resident and non-resident students must complete the appropriate Residency Agreement to establish eligibility for readmission.
- d. In keeping with the twofold purpose of the College, that of higher education and Christian citizenship, applicants for admission or readmission whose records of achievement and citizenship reveal questionable patterns of behavior will be denied the privilege of enrollment or may be given an appropriate conditional status.

Academic Warnings

Academic performance which is not fully satisfactory will result in warnings at appropriate times. While probation notices are the most serious, other warnings such as oral admonitions from instructors or the Deans, or written notices from the Registrar, should be given immediate attention. Several specific conditions, however, are to be observed whether or not a warning is given. These follow:

1. Any regular student whose quality point ratio for the previous regular semester is less than 1.50 on all work attempted will be placed on probation, if permitted to continue at St. Andrews.

2. Any regular student who passes less than 9 semester hours of course work during the previous regular semester will be placed on probation, if permitted to continue at St. Andrews.

3. Any regular student whose quality point ratio for the previous regular semester is at least 1.50 but less than 2.0 on all work attempted, is having serious academic difficulty and will receive a written warning.

4. Special students enrolling for less than 12 semester hours will have their records and individual status reviewed separately by the Faculty Executive Committee.

5. At the beginning of each semester the Registrar will mail notices of academic warning and probation to the students concerned, with copies being mailed by the Registrar to the parents, guardian, or spouse. Copies will also be sent to the student's Faculty Adviser and the Office of Student Affairs. The Office of Student Affairs will, in turn, send lists to campus

life leaders.

6. Summer school work will not remove a student from academic probation or warning; however, such study when approved by the Faculty Executive Committee will be counted in computing the required hours for readmission. Quality point deficiencies can be made up only at St. Andrews.

7. The Faculty Executive Committee may review a student's record at any time and invoke warning, probation or suspension, or remove a student from such status, if in the Committee's judgment, such action is warranted. Particular attention will be given to student records at each grading period.

Probationary Regulations

Probation is a means of communicating to and warning students, their parents or guardians, and others concerned, of the fact that such students are not demonstrating satisfactory academic achievement and/or citizenship with the understanding that evidence of improvement must be forthcoming if the students concerned are to continue at St. Andrews.

- a. Probationary status may be invoked for any of the following causes:
 1. Unsatisfactory academic performance.
 2. Unsatisfactory citizenship.
 3. Excessive absence from class or laboratory.
- b. When a student is placed on probation for one of these reasons, he should recognize that his continuation at the college is in serious jeopardy. If additional probationary action is invoked for a different cause, the student may expect dismissal from the college. Students under probation during consecutive semesters most probably can expect suspension if probation otherwise would seem appropriate for the ensuing semester.
- c. Probation, for any cause, imposes the following restrictions:
 1. The student may not engage in, or represent the college in extra-curricular activities.
 2. The student may not run for or hold office in the Student Association, or in other organizations or clubs, whether appointed or elected, **unless** approved beforehand by the Faculty Executive Committee.
 3. The student may not receive financial assistance from the college, except that financial aid will not be cancelled for the remainder

of a semester unless so recommended by the Faculty Executive Committee.

4. Students on probation cannot receive late permission unless it is given to the entire dormitory, class, or student body.

Note: Probation may be invoked by the Student Association judiciaries when approved by the President of the College; by the Deans, or by the Faculty Executive Committee. Any student on probationary status is to adhere to the above conditions, even while appeals are pending, until returned to good standing by action of the body which originally imposed probation.

- d. The procedures for appealing judgments of probation (or suspension) follows:

1. Judgments rendered by a Residence Court, Dormitory Council or Traffic Court as the body of original jurisdiction may be appealed to the Student Judiciary, and if probation (or suspension) is involved, appeals may be heard by the Student-Faculty Appellate Board.
 2. Judgments rendered by the Student Judiciary as the body of original jurisdiction may be appealed to the Student-Faculty Appellate Board.
 3. Unless otherwise authorized by the chairman of the judicial body rendering the judgment of probation (or suspension), or by one of the Deans, appeals are to be made no later than 4:00 p. m. the next working day following the action.
 4. In actions involving probation (or suspension), students may request a review of the case by the President of the College or his delegated representative.
- e. Students under probationary status are expected to exhibit evidence of improvement both in academic and in citizenship reports. Lack of such evidence, in the judgment of the Student Association judiciaries, the Deans, or the Faculty Executive Committee, may result in suspension or dismissal without further hearing when a judiciary or when the Deans believe such action is warranted.

Withdrawal From St. Andrews

Resident or non-resident students who desire or find it necessary to withdraw from St. Andrews at any time following notice of admission or readmission are expected to observe the regular withdrawal procedure:

1. Discuss the matter with his Faculty Adviser and secure his signature on the regular withdrawal form.
2. Advise the Dean of Students of the withdrawal and clear any impending disciplinary action. Secure his signature as a sign of clearance.
3. Clear with the Residence Director concerning any keys, room inspection, and laundry.
4. In order to complete the financial matters, clearance with the infirmary, library, and the business office is necessary. Clear financial matters in keeping with the following basic understandings: If you withdraw for any reason within the first three weeks following registration day (or within the first week of a summer term), one-half of the tuition and fees charged at the time of registration will be refundable. If you are a resident, a charge will be made for dormitory room rent. After the third week, or after the first week during a summer term, no refunds are allowed except for sickness or call into the armed services, and written evidence of such conditions must be filed with the Dean of the College. Further, no refunds will be made without an honorable dismissal from the Dean and without application for a refund at the time of withdrawal.
5. Take the withdrawal form to the Office of the Dean of the College for final processing. Processing of withdrawal must be initiated in ample time to complete the necessary procedures; i.e., offices close at 5:00 p.m. and processing will halt at that time, except in emergency cases.
6. In emergencies, the President, the Dean of the College, or the Dean of Students, may adjust the procedures attending withdrawal.

NON-ACADEMIC POLICIES

When any student does not show convincing evidence of being in sympathy with the purposes, policies and procedures of the institution, the college must reserve the right to ask the student to withdraw for the welfare of the institution.

GENERAL REGULATIONS

1. Students who violate civil law may expect appropriate action by the college.
2. Alcoholic beverages may neither be consumed nor possessed on campus.

3. Good taste in dress and in general appearance is expected at all times, whether on or off campus. Casual attire is permitted throughout the campus except in the Liberal Arts and Vardell Buildings before 5:00 p.m. on weekdays and before 12 noon on Saturdays or Sundays, and the noon meal on Sundays. Shoes must be worn in the Student Center at all times.

4. Unless the Dean of Students makes exceptions in writing to the Office of Student Affairs, the following items are not permitted on campus: explosive devices, communications systems, television sets, refrigerators, pole lamps, and pets.

5. Firearms are permitted only with the permission of the Dean of Students and must be registered with the Security Officer. They are to be stored only in a college designated place. To bring a firearm on campus you must have written permission from the Dean of Students in advance of your arrival on campus.

6. A student is responsible for all items in his possession.

7. Only the Business Manager and the Dean of Students may grant permission to sell or solicit items or services on campus. Any commitment by a student to a solicitor, whether authorized or not, is a personal commitment for which the College can assume no responsibility. Agents without a written permit from the Office of Student Affairs should be reported immediately.

8. Notification of plans for matrimony by an enrolled student must be received by the Dean of Students two weeks beforehand. Students who do not comply will be subject to dismissal from a campus residence or from further attendance at the College. Secure a Notification of Marriage form from the Dean's office or the office of Student Affairs and return the form completed.

MOTOR VEHICLE REGULATIONS

All vehicles must be registered and decals placed on the left side of the rear bumper within two weeks after the official class registration date of said semester. The cost for car registration is **\$1.00**. Cars must be re-registered at the beginning of each school year. Any student or employee with a motor vehicle with no registration decal after the registration date will be fined **\$5.00**. Students planning to bring vehicles on campus after the registration period must obtain a Vehicle Registration Form from the Office of the the College Engineer in order to obtain parent's permission.

The following traffic and parking rules are to be observed by operators of motor vehicles:

Speed Limits are posted. For offenses such as driving fast or recklessly, drivers will be also subject to trial by local authorities, as well as campus fine of **\$5.00**.

Overnight Parking is restricted to regular parking lots. Persons parking elsewhere between 1:00 a.m. and 7:00 a.m. will be served with violation tickets. Unregistered vehicles must be parked in designated Visitor's Parking Area.

Other Parking: Parking is not permitted by the yellow curb.

Service Roads And Areas: For the use of college-owned and commercial service vehicles unless otherwise approved in writing by the College Security Officer. No space is provided at the Conservatory for student parking.

Motor Scooters and Motorcycles, when properly registered with the Office of the College Engineer, may be operated on campus under the same rules and regulations as automobiles provided that each vehicle has factory mufflers with all baffles in place and secure, that any vehicle which excessive noise shall be repaired or be removed from campus.

The use of motor scooters and motorcycles as outlined provides for the use of such vehicles on regular roadways and spaces designated for parking unless specifically approved beforehand in writing by the Office of the College Engineer.

No Student Vehicle shall be driven or parked on the lawn or sidewalks without a written permit from the Office of the College Engineer. Such a permit shall cover one (1) trip only and shall be displayed on windshield while the car is in a restricted area. A **\$5.00** fine will be charged to the person in whose name the offending vehicle is registered.

All Tickets must be paid before the end of the semester or the student will not be allowed to register for the following semester and all transcripts will be held; or if the recipient of a ticket wishes to contest the ticket, he must, in writing, notify the chairman of the Traffic Committee of this desire. This must be done within 72 hours of time of violation or the contest is invalid.

Failure To Appear before the Traffic Committee after being summoned, without due cause, will result in a **\$5.00** fine. Repeated failure to appear will result in loss of driving privileges on campus.

The Traffic Committee In Conjunction With the Dean of Students may suspend driving privileges on campus when it sees fit. Appeals under these conditions are to be made only to the President of the College.

The Traffic Committee may develop and announce as necessary, other regulations which it believes appropriate and consistent, subject to procedures provided for in the Constitution of the Student Association and the College and Faculty By-Laws.

Any Person Who Receives five (5) tickets in one semester will be brought before the Traffic Committee and warned that if he receives two (2) more tickets in that semester that his driving privileges will be suspended for an indefinite period of time.

Note Regarding Bicycles: Each bicycle must be registered with the College Engineer and display the registration decal (no charge). Bicycle operators are to recognize that pedestrian traffic has the right of way both when the vehicle is parked as well as when it is being operated. Locks are highly recommended.

All tickets are to be paid at the Office of the Campus Engineer located near the power plant. This office is open Monday through Friday from 8-12 and 12:30-4:30 and Saturday from 8-12.

First Violation — \$1.00 Fine.

1. Parking by yellow curb zone leaving vehicle un-attended.
2. Parking in a prohibited zone.
3. Obstructing traffic.
4. Parking overnight in a restricted zone.

First Violation — \$5.00 Fine.

1. No college registration.
2. Vehicle on grass or near dormitory without written permission.
3. Reckless driving.

GUIDES FOR RESIDENT STUDENTS

While the following regulations are intended primarily for resident students, all students while on campus or at college events are expected to observe these guides. All students, including off-campus men and women not residing with parents (guardian or spouse), are classified as resident students.

Women's Dormitory Hours: 11:00 p. m., Sunday through Thursday.
12:00 p. m. Friday and Saturday.

First semester Freshmen and students on probation must be in by 11:00 p. m. on Friday night. Senior women, in good standing, have 1:00 a. m. permission on Saturday night.

Dormitories do not officially open until 7:00 a. m. and those desiring to leave earlier must receive permission in advance from their Residence Director.

Late Permission may be granted by the Residence Director and must be requested no less than 6 hours before dormitory closing time.

Overnight Absences

All students, men and women, are required to keep his or her Residence Director informed when planning to spend a night or weekend away from the regular place of residence, to allow for notification in an emergency.

Women students must have their overnight absences (Sunday through Friday) approved beforehand by the Residence Director.

Freshmen during the first semester will be granted five weekends away from campus, to be taken after the third week in residency. During the second semester, Freshmen may take as many as eight weekends. No Freshman will take two consecutive weekends immediately prior to final semester examinations.

Sign-Out and Sign-In

Weekends: Overnight absences, including holidays, must be fully recorded on the appropriate side of the sign-out card in the place of residence.

Off-Campus: Women students leaving campus after 8:00 p. m. or traveling outside of Laurinburg at any time must fill in all the information requested on the appropriate side of the sign-out card.

On-Campus: When out of the dormitory after 8:00 p. m., women students must sign out in the sign-out book in their place of residence.

Students are responsible for the sign-out rules in their particular dormitories.

Sign-Out may be recorded by proxy, but the student for whom the Sign-Out is recorded must assume full responsibility for it. Sign-In must be in person.

Any change in the Sign-Out record must be communicated to the Residence Director or to the Hostess on duty by the student concerned.

Nights Out

During the first semester, Freshman residents, men and women, may use only two evenings Monday through Friday for social-recreational activities, including college-sponsored activities. No more than a 30-minute break each night is recommended.

Room Change

Changing rooms or residence halls after confirmation of assignment, or moving equipment or furniture from its assigned room, must be approved **beforehand** by the Residence Director, with the final approval resting in the Office of Student Affairs. Each change, except when made at the convenience of the College, requires payment of a **\$1.00** Room Change Fee, (**\$2.00** when change is between dormitories). Space utilization, including initial assignments and reassignments of residence hall rooms, resides with the Office of Student Affairs.

Room Inspection

Periodic inspection of rooms will be made by Suite Leaders and Residence Directors, or by officials of the State Department of Health.

Long Distance Calls

Long distance phone calls are to be made only at a pay phone. Local calls may be made from the suite phone by first dialing 9.

Dormitory Authority

The Residence Director and the Dorm Council share responsibility in dormitory administration and are directly responsible to the Office of Student Affairs. Should points arise where judgments of directors and councils differ, that of the director will prevail until written recommendations from the councils and the director can be reviewed by the Deans of Student Affairs.

Residence Philosophy

While Residence Directors, Suite Leaders, and Dormitory Presidents have primary authority in maintaining necessary order in dorms, it is each student's responsibility to become involved in this endeavor, especially since the demerit system as it used to be no longer exists. Several approaches are available to you: a personal confrontation, a suite meeting, referral to a Residence Court via the Suite Leader, or a conference with the Residence Director or other student personnel staff members. In every instance conversation should precede action. As in all disciplinary cases, the student's total academic and citizenship record will be weighed against specific charges.

JUDICIARY PROCEDURE

REPORTING A CASE — Cases of acute misconduct as provided for in the Student Association Constitution are reported either directly to the Attorney General or indirectly to him by informing the Office of Student Affairs or a member of the Judicial Committee. In disciplinary cases, ju-

dicial authorities of the College consider not only the specific charge but also the student's total academic and citizenship record. Technically proved evidence is not to be considered essential at this educational institution. First offenses, unless of extreme severity, are not usually to be considered grounds for expulsion. The following procedures for hearings by a court at St. Andrews are believed to be reasonable for this educational setting:

NOTIFICATION OF THOSE CONCERNED

The judicial authority will give notice of the scheduled hearing no less than 24 hours in advance to the student concerned and to members of the court; its advisers and the Office of Student Affairs, giving instructions for appearing before the court, including time and place scheduled. The student's Faculty Adviser will also be notified. The student may request a student, faculty member, or other college official to appear with him. The student accused may call witnesses in his behalf before the court if their names are submitted to the Attorney General no later than 6 hours prior to the opening of the hearing.

WITNESSES

Witnesses for the court may be requested to testify and such testimony will be recorded as to substance, and at the discretion of the courts, in detail where possible, remembering that the courts at St. Andrews are not structured as civil courts of law, nor are they staffed with trained court clerks. The testimony given the court while in session by any person appearing before the court is to be given and received in full recognition of serious action that will follow perjury. Further, official transcripts of the hearings of the court, including the names of the accused and the witnesses, will be restricted to members of the judicial body and to college officials for whom such information is needed in follow-up of action and counseling. Any public report of action taken in cases of misconduct will show reference to the case only as case number and summary of action taken by the court.

NOTIFICATION OF PARENTS

For major offenses, a Dean of Student Affairs, or other college official when necessary, will communicate final action as soon as possible in writing to the student's parents (legal guardian or spouse). Such notification will include a summary of the nature of the case and the nature of the penalty. Such notification is supplementary to that which the student concerned is expected to communicate to those to whom he is responsible.

APPEALS

Following a verdict which the student wishes to appeal, he must remain on campus until the appeal is heard and the final judgment is reached. Verbal indication of the desire to appeal a case must be given to the chair-

man of the court which has handled the case by 4:00 p. m. the afternoon of the day following the trial. By 11:00 a. m. the day after the defendant has indicated his desire to appeal, he must present in writing to the chairman of the court the grounds for his appeal and a complete list of those persons he wishes to be present at the hearing. The chairman who receives this information will append it to the minutes of the trial and present it to the Attorney General for assignment to the proper appellate court. Appeals relating to probation (or suspension) will follow the procedures outlined under the "Probationary Regulations" section of this handbook.

SUSPENSION OR EXPULSION

Resident students who are suspended or expelled from St. Andrews are to remain on Room Arrest until actual departure, except to go directly to and from meals and to process withdrawal. Such departure from the campus and its environs must take place not later than 11:00 a. m. the day following confirmation of dismissal. The Deans may make allowance for the terms of restriction or departure when appropriate. Any return to campus thereafter must be approved **beforehand** by the Dean of Students or his representative. Non-residents who are suspended or expelled are expected to observe these conditions as they apply to non-residents.

NOTE: Departure from normal procedure must be requested by the accused or the appropriate judicial authority in writing and must be approved by the Dean of Students or his representative.

EMERGENCY PLANS

In case of a major emergency, students should report to their dormitories and review measures to be taken in accordance with announced plans.

CAMPUS SERVICES



CAMPUS SERVICES

College Counseling

Career planning and school decisions:

Faculty Advisor
Major Department Advisors
Deans of Students
Financial Aid Officer
Presbyterian Guidance Center

Financial aid and job opportunities:

Financial Aid Officer
Deans of Students
Faculty Advisor

Foreign student matters:

Director of Admissions

Military and veteran's affairs:

Registrar

Reading improvement program:

Staff of the Division of Education and Psychology, Visual Aids Services

Religious matters:

College Pastor

Medical matters:

College Health Center

College Housing

The Deans in Student Affairs, assisted by the Inter-Dormitory Council and Resident Directors, are the primary source of reference for development of residence life programs and for interpretation of policy matters and questions of procedure relating to resident life.

Student Center

Mrs. Lib Dove — Hostess

Basic Guides for the Student Center

1. Individuals and groups using the Student Center are expected to exercise due respect for the physical facilities, equipment, and other persons in the Center.
 - a. Except for scheduled coffees, teas, receptions, etc., refreshments

- are not permitted in the Main Lounge.
- b. The use of unauthorized appliances, opening of windows while air-conditioning units are in operation, without prior authorization is not permitted.
 - c. Recreational supplies such as ping pong paddles, playing cards, chess, records, etc., are available from the Student Center Hostess or Student Affairs and should be returned after use.
2. Meeting rooms are to be scheduled through the Calendar Committee and the Office of Student Affairs.
 3. The use of the bulletin boards, the display of posters, and use of communication systems in or around the Student Center require advance clearance from the Office of Student Affairs.

HOURS FOR OPERATION OF STUDENT CENTER

The Student Center Building

Sundays through Fridays,
7:00 a. m. — 11:00 p. m.
Saturdays
7:00 a. m. — 12 midnight

College Book Store

Mondays through Fridays,
8:30 a. m. — 1:00 p. m.
3:00 p. m. — 5:00 p. m.
Saturdays
9:00 a. m. — 11:30 a. m.

Post Office Window Service

Mondays through Fridays,
8:30 a. m. — 9:00 a. m.
11:30 a. m. — 1:15 p. m.
4:30 p. m. — 5:00 p. m.
Saturdays
10:30 a. m. — 11:30 a. m.

Note: All resident students are **REQUIRED** to have post office boxes. There is no General Delivery Service. Insured packages must

be mailed at the Laurinburg Post Office. Non-resident students must notify the Student Affairs Office of their local address.

Food Services

Mr. Hulka — Director of Food Service

Dining Hall

Monday through Friday

Breakfast: 7:00 a.m. — 8:15 a.m. (No hot food will be served after 8:15 a.m., but service area will remain open until 9:00 a.m. to serve those students who wish only cereal and coffee for breakfast.)

Lunch: 11:30 a.m. — 1:30 p.m. (Permission to eat prior to 11:30 a.m. must be obtained in **writing** from the Student Affairs Office.)

Dinner: 5:00 p.m. — 6:30 p.m.

Saturday

Breakfast: 7:00 a.m. — 8:15 a.m.

Lunch: 11:30 a.m. — 1:00 p.m.

Dinner: 5:00 p.m. — 6:00 p.m.

Sunday

Breakfast: 8:00 a.m. — 9:00 a.m.

Lunch: 12:00 — 1:00 p.m.

Dinner: 5:00 p.m. — 6:00 p.m.

Note: All students are requested to leave the main dining area not later than 30 minutes after closing times in order for cafeteria personnel to complete their assigned duties. Each student is expected to place his tray on the conveyor belt leading to the dishwashing area.

Meal Tickets

Each resident student will be issued a meal ticket and number upon registration.

Meal tickets for non-residents and guests may be purchased in the Food Service Office.

Cash Meal Prices

Breakfast — \$.50

Lunch — \$.75

Dinner — \$1.00

or 20 meals for \$15.00

Snack Bar Counter Service

Monday through Friday:

7:30 a.m. — 10:30 p.m.

Saturday:

7:30 a.m. — 11:30 p.m.

Sunday:

3:00 p.m. — 10:30 p.m.

Note: All persons are asked to leave the Snack Bar no later than 15

minutes after the counter closes. A self-service system is in effect in the Snack Bar. Please place dirty dishes and trash in proper containers.

The DeTamble Library

Library Service Staff:

Mr. Richard Lietz — Librarian
Mrs. Margaret Bennett — Associate Librarian and Cataloger
Miss Jessie Griffin — Bibliographer
Mrs. Betty Holmes — Reference Librarian
Mrs. Nora Grimes — Circulation Librarian
Mrs. Lois Lietz — Assistant Cataloger
Mrs. Margaret Hurley — Serials Librarian

Hours:

Monday-Friday — 8:00 a.m. — 10:00 p.m.
Saturday — 8:00 a.m. — 5:00 p.m.
Sunday — 2:00 p.m. — 5:00 p.m.
— 7:00 p.m. — 10:00 p.m.

(Variations from these hours will be posted.)

General Regulations:

1. Casual but tasteful attire is permitted in the library.
2. No food or beverages may be brought into the library.
3. Smoking is not permitted.

Reserve Books:

Most reserve books may be checked out of the library for overnight use one half hour before the library closes and are due back when the library opens the next day.

Fines:

1. Two-week books—5¢ per day, discounted 50% if paid when book is returned.
2. Reserve books—25¢ for first hour (or fraction thereof)
5¢ for each additional hour (or fraction)
Limit: 50¢ per day

Note: The discount is not allowed on overdue reserve books or on recalled books which are not returned promptly.

3. End of semester—All books and fines are due on “Reading Day” each semester. Students who have not cleared their library records will not receive permission to register for the next semester, to graduate, or to receive transcripts.

Lost Books:

Report lost books to the Circulation Desk; fines DO NOT ACCUMULATE after books are reported lost. After a reasonable time, replacement costs, plus fines, must be paid if the book is not found. If a lost book is found, payment will be refunded upon presentation of the receipt.

Book Deposit:

Books may be returned when the library is closed by means of the book deposit slot near the service (lakeside) entrance to the library.

Paperback Browsing Collection

A collection of paperback books on varied subjects is available on the first floor of the library. Books may be borrowed and returned on the honor system.

Note: The library is in the process of changing its book classification system. If a student has difficulty in locating a book, he should ask one of the librarians or student aids for assistance.

Chapel

Chapel services are held each Wednesday evening at 6:45 and Thursday at 12 noon. Only the most essential college business will be conducted at this hour. Mr. Davenport, College Pastor, is available during the day for counseling or talking. His office is on the lower floor of the Student Center.

Audio-Visual Services

Audio-Visual Services—Liberal Arts Building, Room 130.

Facilities: Reading carrels, tape recorders and tapes, thermafax copy maker, transparencies on file, relief maps, filmstrips, film previewer, 16 mm projectors, filmstrip projectors, overhead projectors.

Films for educational or entertainment purposes may be ordered through this central college service. Students are encouraged to take advantage of the opportunities offered in Audio-Visual Services.

Health Center

The Health Center Staff:

Hugh M. McArn, Jr., M.D. (City Office: 422 King Street)
David A. Williams, M.D. (City Office: 509 Atkinson Street)
Mrs. Selah P. Stephens, R.N. (Office and Quarters, Health Center)
Mrs. Alice McKenzie, R.N. (Route 3, Laurinburg, N. C.)

Operational Guides:

Admittance: The Resident Nurse will render first aid service at no charge.

Services by the College Physician: Monday through Saturday the College Physician is available for consultation and treatment. In emergencies students should report to Residence Director who will notify the Health Center or go directly to a physician as a private patient.

Health Center Hours: Mondays through Fridays: 7:00-9:00 a.m., 1:00-2:00 p.m., and 6:00-7:00 p.m.; **Saturday:** 7:00-9:00 a.m., and 1:00-2:00 p.m.; **Sunday:** 1:00-2:00 p.m.

Note: To see the physician, report **promptly** at 7:00 a.m. See Resident Director for help during non-office hours.

Visiting Hours: 4:00 - 5:00 p.m.

Bed-care: Bed space for routine observation is available; cases requiring bedside care or other specialized services will be referred to the local hospital.

Meal Service in Health Center: Patients will be served the customary liquid, soft or regular diet as prescribed by the College Physician. If any special diet is prescribed, the student will be charged \$1.00 extra per day or portion thereof.

Referral to physician's office or hospital: The College Physician may direct any case to be sent to his office or to the hospital if attention by a physician is needed at other than regular Sick Call hours.

Notice to Parent/Guardian: The physician will call a parent or guardian when hospital confinement or specialized medical attention appears needed. Cost of such call will be charged to the student's bill. The physician will notify the Deans of Students if necessary, however, the Resident Nurse regularly includes such matters in her daily report to the Office of Student Affairs and the Faculty Advisers concerned. When admission to a hospital is not arranged by the Health Center Staff, hospitalized students are expected to notify the College Physician or Resident Nurse and their parents as soon as possible.

Medication and Special Services: Medications approved by the College Physician are held in stock in the Health Center and administered by the Resident Nurse. Supplies and equipment necessary for examination room and bedside use by the physician are maintained. Only services and medications approved by the College Physician may be administered in the

Health Center. Students concerned will bear the costs of such services and/or medications.

Check-out of Patients: Students may be released officially from the Health Center and re-admitted to classes and other campus programs only by permission of the College Physician.

Absence excuses for classes missed during periods of sickness or accident while confined in the Health Center are to be approved in the Registrar's Office. Absence excuses must be initiated with the Health Center within 24 hours following return to classes.

Non-residents who are absent from class because of illness or accident must report to the Health Center for an absence excuse recommendation by that staff to the Registrar. Written notes from a family physician will help expedite action in the Health Center. Absence excuses must be initiated with the Health Center within 24 hours following return to classes.

A roster of all students having **sickness and accident insurance** through the college-sanctioned plan will be provided each physician and the Scotland Memorial Hospital by the Business Office. This policy pays only for patients treated in a hospital. Each individual student is responsible for the proper processing of insurance claim reports.

Unless specifically informed by a member of the Health Center that a particular charge is authorized for payment by the College, the hospital and physician concerned are to bill the student directly for services rendered.

Physical Education Building

The Physical Education program offers a variety of team and individual sports, for competition or pleasure. The following is a list of the opportunities open to all students.

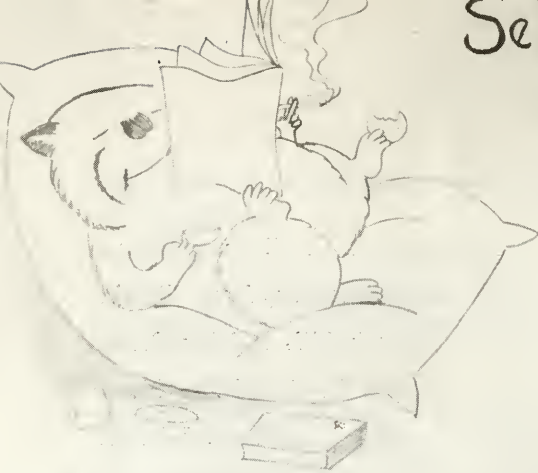
Swimming Pool.....Monday-Friday, 4:00-6:00; 7:00-10:00
Saturday-Sunday, 2:00-5:00

Main Floor, Weight Room.....Monday-Friday, 4:00-10:30
Handball, Small Gymn Saturday, 2:00-10:00
Sunday, 2:00-5:00

Rec. Room, Bowling,
Table Tennis, Billiards.....Monday-Friday, 3:00-10:30
Saturday, 10:00-10:00
Sunday, 2:00-5:00

Coaches:

Soccer	Coach Hackney
Basketball	Coaches Boyd and Griffin
Cross Country	Coach Ollis and Jim Smith
Track	Coach Boyd and Jim Smith
Wrestling	Charlie Johnson
Bowling	David McLean
Tennis	Coaches Hackney and Sharp
Baseball	Coaches Griffin and Ollis
Golf	Coach Hackney



Self Nominations for
Senate, Class, and
DORM OFFICES closes

Saturday - 12:00 AM

Campaigning : Sunday, April 10th - Saturday, April 16th

Voting : Monday, April 18th

LANCE published : Friday, April 15th



CAMPUS ACTIVITIES



CAMPUS ACTIVITIES

ACADEMICALLY-RELATED ACTIVITIES

Academic Honors

The Dean's List recognizes superior academic achievement each semester and is published soon after the end of each semester. To be included on the Dean's List, juniors and seniors must have a quality point average of 4.5 for the semester, freshmen and sophomores a quality point average of 4.0, and all must have a clear citizenship record.

THE ST. ANDREWS HONOR SOCIETY

1. Students with an overall academic average of 4.50 for sixty hours of work at St. Andrews are eligible.
2. This society shall work toward the establishment of a Phi Beta Kappa Society on campus.
3. The Adviser of this society shall be a Phi Beta Kappa member.
4. Members shall be honored by serving in the following capacities:
 - a. Marshals for graduation at the end of the junior year.
 - b. Marshals for dignitaries.
 - c. Marshals for Convocation.
 - d. Having supper or touring the campus with important visitors on campus.
5. New members will be named at Awards Night each spring.

WHO'S WHO AMONG STUDENTS annually includes approximately a dozen juniors and seniors from St. Andrews. The Student Life Committee sets the qualifications for nominees and appoints a Who's Who Selection Committee, composed of faculty members and students, to compose a ballot of those juniors and seniors who meet the qualifications. This list of nominees is voted upon in the fall by all upperclassmen. The final selections are subject to approval by the Student Life Committee, the Dean of Students and the Dean of the College. Students are notified of their selection by National Headquarters and the announcement is made to the student body at the annual Awards Night.

NON-ACADEMIC ACTIVITIES

Scheduling of Events

All events other than regularly scheduled classes must be approved by

the Calendar Committee. A copy of the "Request for Scheduling Events of the College Calendar" is available in Dean Davidson's office and in the Office of Student Affairs. Completed forms should be submitted to the chairman of the Calendar Committee.

College Requisitions

The Treasurer of the Student Association is solely responsible for all funds of the Student Association. He receives proposed budgets from all organizations on campus, then formulates a budget. All organizations should make requests for funds in the spring not less than one month prior to the end of the academic year. Final action will be made no more than one month after the beginning of the fall term. The Treasurer of the Student Association will keep office hours which will be posted in the Student Association Office when he takes office. Request for funds will be granted only during these times except under extenuating circumstances. No requisitions or funds of the Student Association will be accepted by the Business Office without authorization of the Treasurer of the Student Association.

Advisers for Clubs and Organizations

The Adviser of a club is their official liaison to the Administration and Faculty, and each needs to be counselled with and informed to assure mutual concern and support. Faculty Advisers to the Senate and Judiciary Boards, to the Student Christian Council, to the Student Life Committee and to the publications are appointed by the Dean of the College and the Dean of Students upon recommendation by the Faculty Executive Committee, and the Cabinet. A representative of the Physical Education Department serves as adviser to the Intramural Sports Council.

Chartering and Organizing Procedures

All clubs must be rechartered annually. Instructions and applications for rechartering are available in the Student Affairs Office. The report must be filed before May 1 of each year.

Clubs Currently Chartered

The American Marketing Association is open to anyone interested in marketing and other phases of business administration. The club brings outstanding members of the marketing profession to campus to promote interest in this phase of business.

President	Robert Quantz
Vice-President	Bruce Travis
Secretary	Alice Spratt
Treasurer	Howard Hadley
Adviser	Professor Wade

Circle K Club of St. Andrews is a student affiliate of Kiwanis International. Membership is open to all male students with an average of 2.0 or better. Its purpose is to render service to the campus community. One particular project of the organization is the publication and distribution of the bi-monthly St. Andrews Newsletter.

President	Don Stokes
Vice-President	Jim Neal
Secretary	Al Thompson
Treasurer	Pete Perry

The Economics Association is open to students interested in furthering their economic education on campus and in the community. It provides the proper relationship between classroom theory and economics in practical application.

President	Warren Maxon
Vice-President	Richard Light
Secretary-Treasurer	Hunter Allen
Adviser	Professor K. Jones

The Highland Players functions as the play producing agency of the drama program at St. Andrews. The purpose of this organization is the education and training of actors, technicians, and audience in the discipline and appreciation of drama. To qualify for membership, a student must have worked forty hours on various phases of production. Students who have worked 120 hours in three consecutive semesters qualify for honor membership.

President	Joe Mitchell
Vice-President	Nancy Young
Secretary	Julia Wilson
Treasurer	Sally Syphrit
Adviser	Professor Narramore

Human Relations Club is open to all students and faculty members. The purpose of the club is to inform and guide the student towards the fulfillment of his potentialities in the areas of employment when an emphasis on human relations is significantly relevant. The club sponsors movies dealing with emotional problems and invites speakers from the professional world.

President	Patricia Sharman
Vice-President	Ann Mormon
Secretary-Treasurer	Linda Curtis
Adviser	Dr. Smith

The Lettermen's Club initiates each spring students who have earned a letter in a varsity sport and who desire membership. The club seeks to foster good will and sportsmanship. It sponsors various activities, such as student-faculty athletic events, and gives an annual McKinnon Morgan athlete-of-the-year award, based on academic achievement, athletic ability, sportsmanship, and dedication.

President	Brian Weger
Vice-President	Warren Maxon
Secretary	Jim Smith
Treasurer	Guy Starling
Adviser	Coach Hackney

St. Andrews Chapter of the Music Educators National Conference is open to anyone interested in music. The club provides opportunities for professional development, for acquaintance with leaders in the music education profession, for school projects and contacts with MENC members of other schools. At the annual Awards Night the club gives a Most Outstanding Music Student award.

(Officers to be elected)

Adviser	Professor Joyce Bryant
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Phi Beta Lambda membership is open to upperclassmen who are business majors. The club's purpose is to create interest in and an understanding of business occupations and to develop competent and aggressive business leadership. Phi Beta Lambda sponsors various projects for the improvement of business and community.

President	Larry Wilson
Vice-President	Sue Hays
Secretary	Emelda Williams
Treasurer	Wesley Ward

The Radio Club operates an on-campus radio station WSAP, which is a member of the Intercollegiate Broadcast System, and an amateur "ham" radio station. Opportunities are provided for work and training in all phases of radio activity. Membership is open to all interested students.

President	David E. Henderson
Vice-President	Bill Shomo
Secretary	Marjorie Kingsley
Treasurer	Larry Wilson
General Manager	Mills Fitzner
Adviser	Professor Dahl

The Student National Educational Association is the professional association for college students preparing to teach. A member of the Student NEA is a student member of his state education association and the National Education Association, with all rights, privileges and responsibilities of associate membership in these professional organizations. The primary goal of the student NEA is that of "professionalizing" those preparing to teach.

President	Terry Crump
Vice-President	Lynne Wagner
Secretary	Carol Batten
Treasurer	Ellen Escot
Historian	Beth Lytle
Adviser	Dr. Daughtrey

The Student Chapter of the American Chemical Society is open to interested chemistry students. One of its activities is to sponsor visiting science lecturers. The club plans to send seven members to the National American Chemical Society Convention at Miami Beach in April.

President	Stuart Dodson
Vice-President	David Henderson
Secretary	Charles Kerley
Treasurer	Jim Holler
Adviser	Dr. Gier

The Trumpet Bridge Club provides the opportunity for student-faculty relationships in a recreational participation in bridge, where individuals may learn and improve their skills in the game. Besides providing the opportunity for playing bridge every two weeks, the club sponsors an Inter-Dormitory Duplicate Bridge Tournament and annually enters the National Intercollegiate Bridge Tournament.

(Officers to be elected)

Adviser	Dr. Carver
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Unchartered Organizations

Farrago — St. Andrews Coffehouse provides a weekly program of student and faculty talent from folk music to poetry reading. Students come to enjoy chatting, listening, and eating together.

President	Bob Devlin
Vice-President	Rusty Rigerton
Kitchen Coordinator	Sally MacLeod
Adviser	Dr. Joyner

Publications

The **Lance** is the weekly campus newspaper.

Editor	Ed Butterworth
Assistant Editor	Linda Susong
Assistant Editor	Margaret Parrish
Sports Editor	Joe Junod
Business Manager	Paul Shane
Assistant Business Manager	Jim Neal
Adviser	Director of News

The **Lamp and Shield**, the year book, is published each May. It records memorable events and personalities of the year. Miss Lamp and Shield is selected annually in a campus-wide pageant sponsored by the yearbook staff.

Editor-in-Chief	Betty Baldwin
Associate Editors	Linda Stewart, Ray Riddle
Business Manager	George Shaffer

The **Cairn** is the campus literary magazine.

Editor	Bill Wyatt
Adviser	Dr. Carver

SPORTS AND RECREATION

Intercollegiate Athletics in tennis, basketball, baseball, golf, cross country, track, soccer and wrestling provide for active participation and for spectator enjoyment throughout the various sport season. "Try-out" dates for those interested as participants in intercollegiate competition will be announced by Coach Hackney and his coaching staff. The programs are open to all students and no athletic scholarships are offered.

Intramural sports include a wide range of activities organized on an individual or dorm competition level. The Intramural Sports Council organizes the various activities, which include swimming, football, softball, basketball, track, handball, pool, volleyball, horseshoes, tennis, ping-pong, golf, wrestling, cross country, and bowling.

The **St. Andrews Cheerleaders** lead the spirit and enthusiasm needed by participants in the intercollegiate athletic programs. Seven regular and three alternate cheerleaders are selected by a joint student-faculty com-

mittee during the annual fall "try-outs."

The **Pep Club** is organized by the cheerleaders.

Debbie Harper and Laurie Dow ----- Co-chairmen

St. Andrews has membership in the NAIA and is a charter member of the Dixie Intercollegiate Athletic Conference.

GENERAL INFORMATION



CAMPUS CUSTOMS

SERF WEEK is a time of name-tags, beanies and freshman servitude to sophomore upperclassmen, designed to promote freshman class unity. Coming early in the school year, the week is coordinated by the Orientation Committee and the sophomore class and is climaxed by an Inquisition Court and a dance at which freshmen become official St. Andrews knights and ladies.

PARENTS' DAY, held in the fall, is a planned opportunity for parents to visit St. Andrews. A special event of the day is the inter-dormitory competition of the Dean's Cup Boat Race.

FALL FLING and SPRING FLING are the two big weekends on campus. They usually feature a formal and an informal dance and a popular singing group.

The MISS LAMP AND SHIELD CONTEST, coordinated by the year-book staff, is held in the early spring. Each dorm sponsors three contestants who compete for the title of Miss Lamp and Shield.

MARDI GRAS is an annual spring event. The causewalk is lined with booths and exhibits sponsored by various clubs and dormitories. Mardi Gras features a faculty slave sale.

ALUMNI DAY is held each spring for graduate reunions.

ST. ANDREWS AWARDS NIGHT is held at the close of the school year and is sponsored by the Inter-Dormitory Council. At Awards Night, the new members of the Honor Society and Who's Who winners are announced, and various clubs and organizations present awards to outstanding students.

ABOUT LAURINBURG

The City of Laurinburg has a population of about 9,000 and was the first city in North Carolina to be chosen an "All-American City." A large, new consolidated high school was opened in Laurinburg this year.

In cooperation with St. Andrews, the two Laurinburg movie theaters sponsor an almost weekly foreign film series.

Laurinburg has churches of all the main denominations. Bus service

is provided to the following churches each Sunday:

Baptist:

First Baptist Church, East Church Street
The Reverend Richard E. Price, Jr.

Episcopal:

St. David's, Azure Court

Lutheran:

Laurinburg, Community Building
The Reverend Peter Setzer

Methodist:

Caledonia, U. S. 501 and Caledonia Road
The Reverend J. Rodney Fulcher
Collegiate, City Armory
The Reverend Robert Pullman
First, West Church Street
The Reverend Charles Mercer

Presbyterian:

Church in the Pines, Laurel Hill
The Reverend Tom Young
Laurinburg, West Church Street
The Reverend Albert N. Wells
Trinity, Blue Farm Road
The Reverend Grant Sharp

Roman Catholic:

St. Margaret's Hall, South Main Street
Father Patrick N. Gallagher
(Masses at 8 and 10 a.m.)

WHOM TO SEE FOR WHAT:

Excused Absences

Dean of the College

Boating and Boat Keys

Dormitory Lounges

Borrowing Cards and Ping-Pong Equipment

Student Affairs Office

- Cars on Campus
Dean of Students (if permission is necessary)
Maintenance Department (to register a car)
- Cashing Checks
\$5 — Snack Bar or Student Store
More than \$5 — Business Office
- Chartering a Club
Assistant Deans of Students
- Changing Dormitory Regulations or Policy
Dormitory Councils or Inter-Dormitory Council
- Reporting Dormitory Damage or Needs
Residence Director
Suite Leader
- Films — Ordering and Showing
Student Center Board, Audio-Visual Room, then
Assistant Deans of Students
- Guests on Campus
Residence Director
- Reporting an Honor Code Offense
Attorney General or Assistant Dean of Students
- Off-Campus Housing
Assistant Deans of Students
- Submitting Articles for THE LANCE
Box outside Lance office door, near the Cafeteria
- Late Permission
Residence Director — If she is unavailable,
Student Affairs Office
- Lost and Found
Student Affairs Office and Secretarial Pool
- Marriage, and Remaining in College after Marriage
Dean of Students
- Matriculation
Faculty Adviser
- Buying a Meal Ticket
Food Service (Cafeteria)

Turning in Articles for CIRCLE K NEWSLETTER

Student Affairs Office

Paying a Parking Ticket

Maintenance Department

College Publicity

Development Office

Reserving Rooms for Meetings

LA Building or Library — Registrar

Vardell Building — Conservatory Office

Student Center — Office of Student Affairs

Rides with Other Students

Post Office Alcove Ride Board

Room Changes

Residence Director, Assistant Deans of Students

Scheduling Meetings or Functions

Chairman of the Calendar Committee — Dean Overholser

For Functions Involving Refreshments

Assistant Dean of Students **and** Food Service

Permission to Sell or Solicit on Campus

Business Manager and Dean of Students

Suite Leader or Host/Hostess Applications

Assistant Deans of Students

Transferring and/or Transfer Credit

Registrar and Dean of Admissions

Transportation to or from Air or Train Terminals

Assistant Deans of Students, Maintenance Department

Withdrawal

Faculty Adviser and Registrar's Office

LEGEND :

1. Student Center
2. Mecklenburg Hall
3. Kings Mountain Hall
4. Winston-Salem Hall
5. Orange Hall
6. Physical Education Building
7. Albemarle Hall
8. Concord Hall
9. Granville Hall
10. Wilmington Hall
11. Health Center
12. Art Department
13. Chapel Site
14. DeFamble Library
15. Vardell Building
16. Science Building
17. Liberal Arts Building
18. Guidance Center
19. Development Office
20. Power Plant
21. Future Administration Building

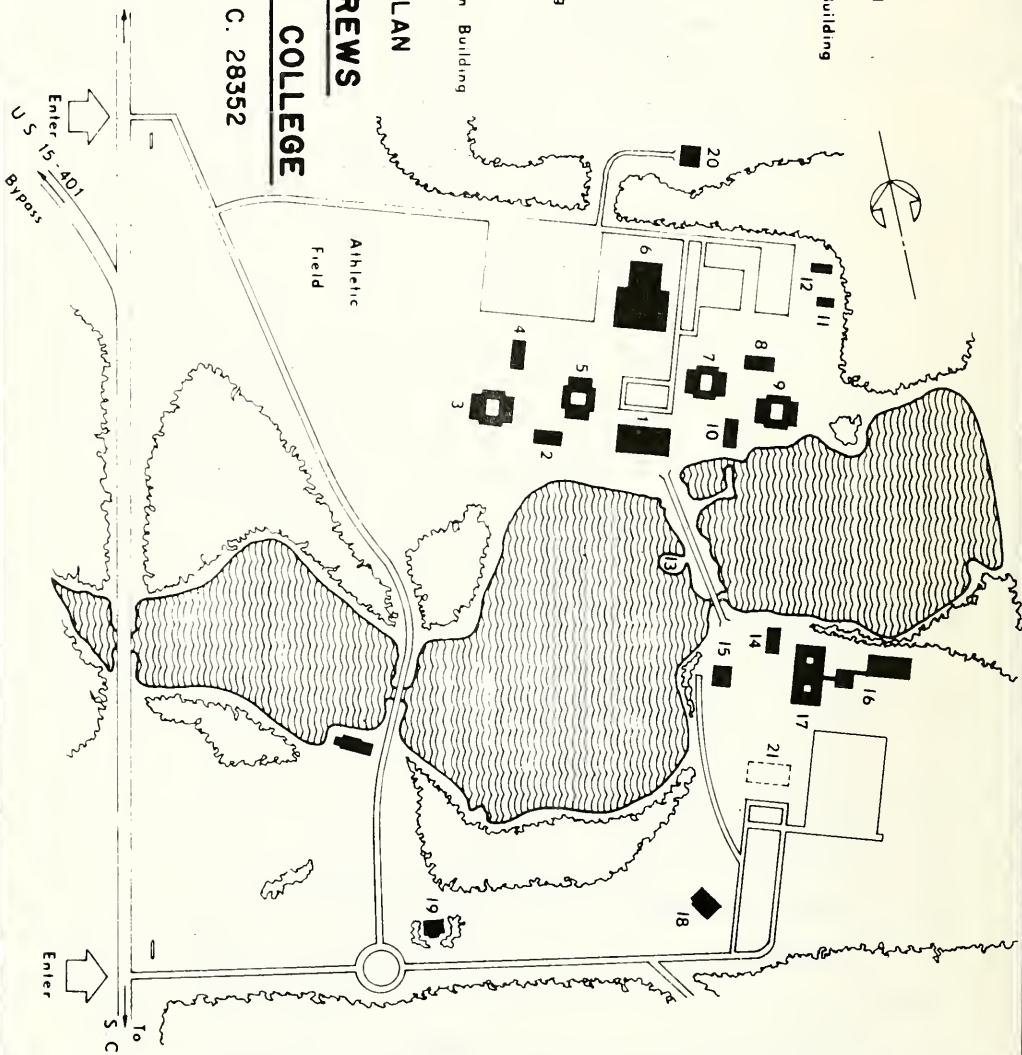
CAMPUS PLAN

ST. ANDREWS

PRESBYTERIAN COLLEGE

LAURINBURG, N. C. 28352

To Laurinburg



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Hail, St. Andrews!

Words by Donald F. and
Robert MacDonald
In stately tempo

Tune: "Maigheanan na h' Airidh"
Traditional Scots Gaelic Air
arr. by MacDonald

1. Hail to thee our Al-ma Ma-ter! Bold thy Banner wav-ing o'er us!

2. Hail, all hail to thee St. An-drews May thy cour-age be un-bend-ing.



Let each loy-al son and daugh-ter proud-ly stand and raise the cho-rus:
Guid-ed by His migh-ty hand whose loving mer-cy knows no end-ing.



From old Sco-tia's lof-ty lands to Ca-ro-lin-a's gen-tle plain --
With thy sal-tire raised be-fore us -- cross of white and field of blue --



Now thy no-ble name, St. An-drews — Ev-er glor-ious shall re-main!
we pro-claim thy faith vic-tori-ous — and thy vis-ion ev-er true!



